

NEXTOREx

NEXTOREx Reseller & Multi-Tenant

Manage client businesses under Agency.

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Create a client business

For Agency plans: add a client business, give its owner a login and choose its plan.

Plan: Agency (up to 10 client businesses)

What this does

An Agency plan lets you set up and manage client businesses from your own account. Each client business is kept separate, with its own data and logins. Agency includes up to 10 client businesses.

Steps

1. Open **User Management**, then **Tenants**. This lists your client businesses.
2. Click **Add Tenant**. The **Create Tenant** page opens with three steps.

Step 1: Basic Info

Home • Admin • Tenants • Create

Create Tenant

Set up a new tenant account and delegate its starting permissions.

Basic Info Personal Info Permissions

Account details
Required information for the tenant administrator.

FIRST NAME * LAST NAME * EMAIL

1 Zain 2 Abbas 3 zain@oceanview-docs.examj

PASSWORD CONFIRM PASSWORD

3 *****

At least 8 characters
One uppercase letter
One lowercase letter
One number
One special character
No spaces
Strong password

Passwords match.

CONTACT NO JOIN DATE ACTIVE TENANT ACCOUNT

03215550102 Select date Yes

Cancel 4 Next

Name (1), email (2), password (3) and Next (4).

1. Enter the client contact's **First name**, **Last name** and **Email** (2). The email is their login. The business appears in your list under the name you enter for this contact.

2. Enter a **Password** (3) and confirm it. Add a contact number if you have one.
3. Click **Next** (4). The client business is created at this point.

Step 2: Personal Info

1. These details are optional. Click **Next**.

Step 3: Permissions

1. Choose the plan for the client. See [Choose a plan for a client](#). You can click **Skip for now** and choose it later.

What happens next

The client business appears in your **Tenants** list.

Home • Admin • Tenants

Tenants

Platform tenants and their branding/permissions/app access.

Add Tenant

Columns						
☐	Name	Email	Contact	Designation	Parent Tenant	Status ×
☐	Zain Abbas	zain@oceanview-docs.example	03215550102	—	Harbor Trading Co	Active

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Your client businesses.

When the client signs in for the first time, they complete the [company setup](#) for their business.

Important notes

- You can create up to 10 client businesses on Agency.
- Deleting a client business permanently deletes its companies, hierarchy and CRM data. It cannot be undone.

Related guides

- [Choose a plan for a client](#)
- [Manage a client business](#)

Choose a plan for a client

For Agency plans: give a client business the Starter, Business or Pro plan.

Plan: Agency

What this does

You decide which plan each of your client businesses uses. The plan sets what the client can use.

Steps

1. Open **User Management**, then **Tenants**, and open the client business.
2. Click the **Plan** tab. A new client without a plan shows **No active plan**.
3. Click **Assign Plan**. The **Assign or upgrade tenant plan** window opens.

Assign or upgrade tenant plan

Select a plan from your available catalog. Parent-assigned plans are allocated to the tenant at no charge.

BILLING PERIOD **CURRENCY**

Monthly PKR

Configured price: PKR 6,990 / monthly (recorded; this assignment is not charged).

Business
For growing businesses with larger teams.
PKR 6,990 / monthly
Select Plan

Pro
For larger businesses with bigger teams and more complex operations.
PKR 11,990 / monthly
Select Plan

Starter
For small businesses getting started with NEXTOREx.
PKR 3,990 / monthly
Select Plan

You can give a client Starter, Business or Pro.

4. Choose the **Billing period**, **Monthly** or **Yearly**, and the **Currency**, **PKR** or **USD**.
5. Click **Select Plan** on the plan you want.

What happens next

The **Plan** tab shows the client's plan. You can change it later with **Upgrade / Change Plan**.

Important notes

- As an Agency you can give clients **Starter**, **Business** or **Pro**. Other plans are not available to give.
- The window says the plan is recorded for the client and that the assignment itself is not charged.
- Each plan has its own limits, for example the number of users. See [Your plan](#).

Related guides

- [Create a client business](#)
- [Manage a client business](#)

Manage a client business

For Agency plans: open a client business to see its plan, capacity, branding and domains, or deactivate it.

Plan: Agency

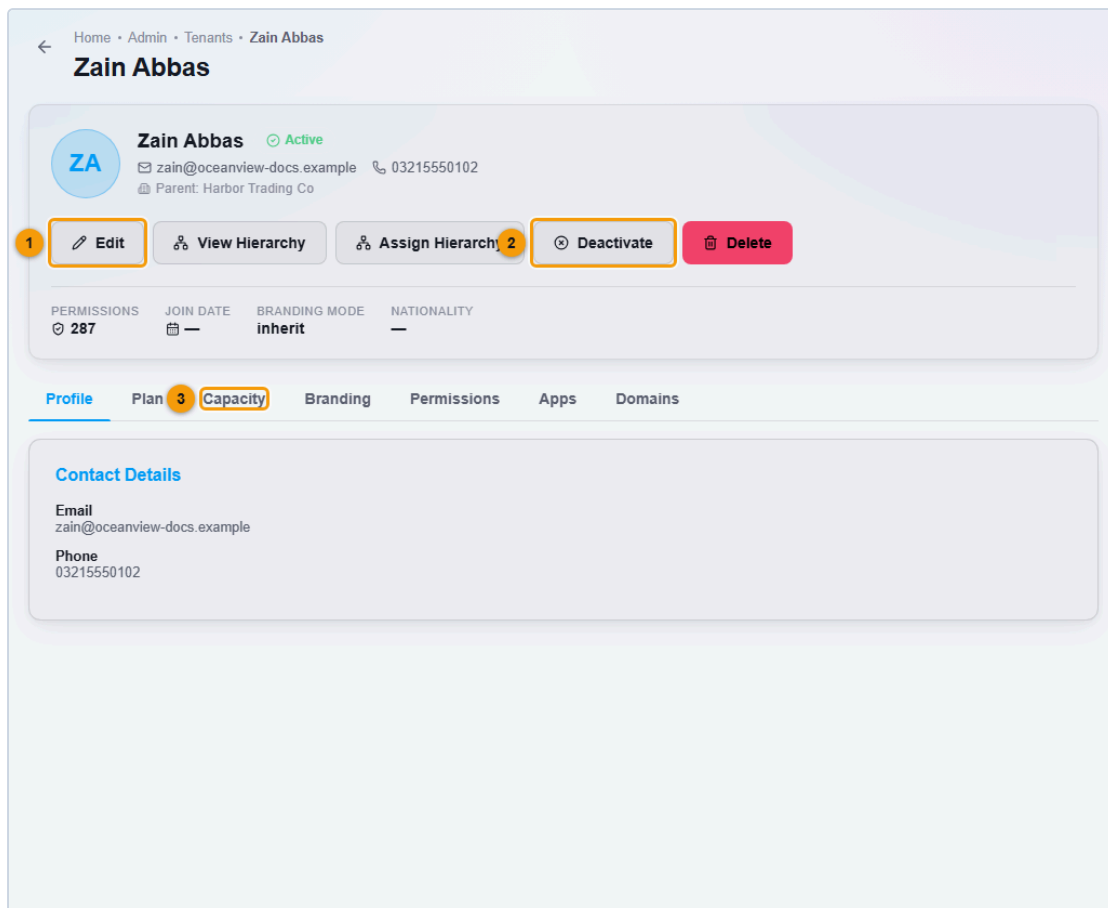
What this does

Each client business has a page where you can see and manage it.

Steps

1. Open **User Management**, then **Tenants**.
2. Double-click a client business to open it.

At the top you can see the contact, whether the client is **Active**, and buttons: **Edit**, **View Hierarchy**, **Assign Hierarchy**, **Deactivate** and **Delete**.



The tabs and actions for one client business.

Use the tabs:

- **Profile**: contact details.
- **Plan**: the client's plan. See [Choose a plan for a client](#).
- **Capacity**: the client's limits, such as **Users**, **Custom Domains** and **Sub-Tenants**, with how much is used and what remains. **Increase** and **Decrease** buttons let you share more of your own spare capacity with the client.

- **Branding, Permissions, Apps** and **Domains**: branding, access and domain settings for the client.

What happens next

Changes to capacity apply straight away.

Important notes

- Capacity you give to a client comes from your own plan. You cannot give more than you have.
- **Deactivate** switches the client off. **Delete** permanently deletes the client business and everything in it.

Related guides

- [Create a client business](#)
- [Brand NEXTOREx with your logo and colours](#)

Agency limits and rules

The limits of an Agency plan: how many client businesses, which plans clients can have, custom domains and users.

Plan: Agency

What this does

This page lists what an Agency account can and cannot do, so you can plan your client businesses.

The limits

What	Agency
Client businesses (sub-tenants)	Up to 10
Custom domains	1
Users	50

Open **Billing**, then **Subscriptions**, then **Subscription & Plans**, and click the **Capacity** tab to see each limit with how much you have **Used** and how much is **Remaining**.

Home • Billing • Subscription & Plans

 **Subscription & Plans**

Manage the plans you offer, browse what's available to you, track your active subscription, and monitor capacity.

PlanBrowse PlanMy Plan1Capacity

Every resource your active plan, bundles, and add-ons grant capacity for, with what you've used so far. Limits already account for anything your own parent organization caps you at.

Columns

RESOURCE NAME	TOTAL LIMIT	USED	REMAINING	PENDING	
Custom Domains	1	0	1	—	 Request More
Sub-Tenants	10	2	8	—	 Request More
Users	50	1	49	—	 Request More

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Custom Domains, Sub-Tenants and Users with the amount used and remaining.

The rules

- **Plans for clients.** You can give a client **Starter**, **Business** or **Pro**. Other plans are not offered. See [Choose a plan for a client](#).
- **No Agency inside an Agency.** A client business cannot be an Agency, so it cannot create client businesses of its own. A client's **Capacity** tab shows its own users and no client-business limit.
- **No CRM Basic for clients.** CRM Basic is not on the list of plans you can give a client.
- **Capacity comes from you.** What you give a client comes from your own limits. See [Manage a client business](#).
- **Hierarchies are separate.** The number of client businesses is not the number of hierarchies. A client business has its own company and hierarchy. See [Your company and branches](#).

Important notes

- A client business is created by the **Add Tenant** page. See [Create a client business](#).
- Deleting a client business permanently deletes its data and cannot be undone.

Related guides

- [Create a client business](#)
- [Choose a plan for a client](#)
- [Manage a client business](#)