

# SimplySupport

Initiate or manage support assistance from Think Simplicity

- [Create Support Ticket](#)

# Create Support Ticket

## Overview

SimplySupport allows you to submit a support ticket to [support@thinksimplicity.com](mailto:support@thinksimplicity.com) via the CWP instead of your inbox.

## Create Ticket

Create New Support Request

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**Title:**  1

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**Category**  2

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**Contact Email:**  3

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**Contact Person:**  4

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**Contact Phone:**  5

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**Description:**  6

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1. **Title:** Title of the ticket you wish to submit
2. **Category:** Choose the most relevant category so support can better assist
3. **Email:** Valid email, electronic communication regarding this ticket will be sent to this email
4. **Contact Person:** name of the individual submitting the request, or best person to contact for further details if necessary
5. **Contact Phone:** Good call back number should support need further information or testing with someone at the hotel
6. **Description:** describe, in detail the reason for the support ticket. Things such as date, time, telephone number or extension, and what troubleshooting steps have been done already are useful in this field

7. **Submit:** ticket to Think Simplicity, will be sent as an email to [support@thinksimplicity.com](mailto:support@thinksimplicity.com)