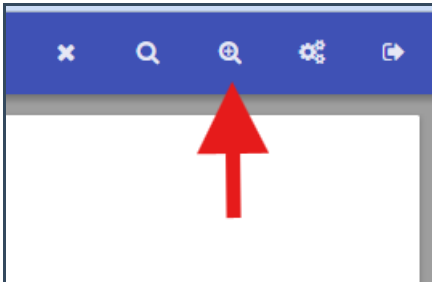# Global Keyholder

In Manitou, a **Global Keyholder** serves as a centralized contact repository for individuals who are responsible for responding to alarm events across multiple accounts or locations. The purpose of the Global Keyholder is to streamline the management of these contacts, ensuring that the correct person is notified in the event of an alarm, regardless of the specific account or site involved. This feature is particularly useful for managing keyholders who oversee multiple properties, as it allows for consistent and efficient communication, reducing the risk of missed or delayed responses during critical situations.

Find a Global Keyholder Record

1. Click the Advanced Search icon in your header ribbon.

2. Select Global Keyholder.
3. Locate and enter your search values.
4. Click Search
   - The search results appear in the lower section of the form.
5. Double-click the desired record.