

# Conditional fields

Last Modified on Oct 12, 2022

Conditional fields are fields that can be included in your Booking form which are only visible if the Customer is requested to provide this information. Whether a Customer is requested to provide this information is based on settings on your [Booking page](#) or [Event type](#).

The [Booking form](#) includes two Conditional fields: **Meeting subject** and **Location**.

In this article:

- [Meeting subject](#)
- [Location](#)

## Meeting subject

If you are using [Booking pages without Event types](#), you can choose if you want the **Meeting subject** to be set by the Owner (you) or the Customer. If you choose for the Customer to provide the meeting subject, the Customer will be required to provide a meeting subject in order to complete the booking process.



### Note:

If your [Booking page is linked to an Event type](#), the **Meeting subject** is set by default to the [Event type](#) name and cannot be changed.

To allow the Customer to provide the meeting subject, go to **Booking pages** in the bar on the left → select the relevant Booking page → [Booking form and redirect](#) section. Then, select **Meeting subject will be provided by the Customer** (Figure 1), and click **Save**.

### Booking form and redirect



#### 1 Meeting subject

- ☒ Meeting subject will be provided by the [Customer](#)
- ☐ Meeting subject is set by the [Owner](#) (you) \*

Figure 1: Meeting subject will be provided by the Customer

## Location

You can customize the location of your meeting in the [Conferencing / Location](#) section of your Booking page (Figure 2).

## Conferencing / Location

### 1 Meeting channel

Will be added to the location and description fields in the calendar event

- ☒ Virtual meeting: Video conferencing or phone call
- ☐ Face-to-face meeting: Address or location
- ☐ Don't use conferencing or location

Figure 2: Booking page Conferencing / Location section

First, select the type of location: virtual meeting or face-to-face. If you choose a virtual meeting or face-to-face location, you can either provide the location yourself or specify that the Customer will provide a location when making a booking.

- If you choose for the Customer to provide the location information, the Customer will be required to provide the location information to complete the booking process.
- If you choose to not use a meeting channel or to provide one yourself, the **Location** field will not be visible to the Customer in the Booking form.