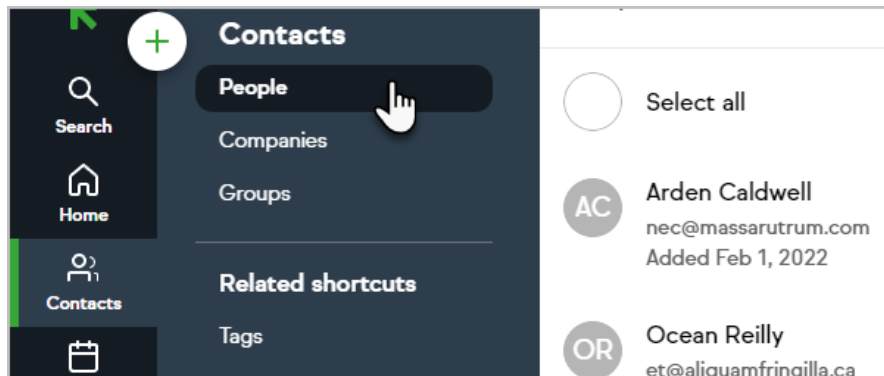


# Add or remove tags from contact list

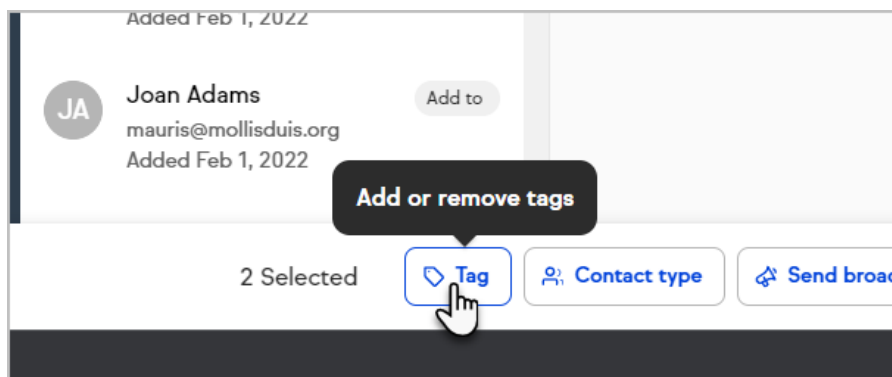
This article applies to:

## Add and remove tags from a list of contacts

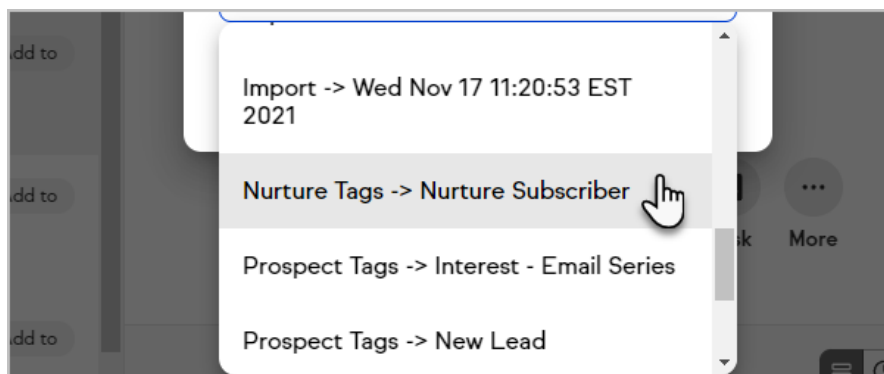
1. From the left navigation click **Contacts > People**



2. From the Contacts page select all or filter to find the contacts you want to edit.
3. Once you have selected the contacts to edit, click **Add or remove tags** at the bottom of the screen.



4. Choose the tag you want to **add** or **remove**.



5. Click either **Apply** or **Remove**.

