

Complete an unfinished order

If you start one order without finishing it, you can always complete it at a later time.

1. Go to **Boarding > All orders**.

03-06-2024 13:38:15

8	• verifone	Administration	Boarding			
	Boarding			Orders		
	omnichannel pay	ng Services', enables ord ment solutions loaded wi d from a single location.		All Orders		
2. Fro	om the order list select t	the draft that requires co	mpletion.			
0	orders					Create order
(Name 🗸 Type a Nar	ne				Search
1	Date V Status V User V	Organizations V			C Editable	× Not Editable
ſ	Date Created V	Organization ~	User ∽	Status 🗸	Last edited \checkmark	

Susy Smith

Draft

03-06-2024 13:58:10

3. Once the Order details page is displayed, click on the **Complete order** button.

Test

Order details (Draft)			Complete order
der ID: 20d72656-0c86-4bc6-8f0d-1	76f4f4bb51e		
			Expand All Deta
Company and contact details			~
Addresses and Shipping			~
ost summary			
ecurring montlhy costs			
Item	Price	Qty	Amount
Service	\$0.00 p/m	т	\$0.00 p/m
Total per month			\$0.00 p/m
ne-time costs			
Item	Price	Qty	Amount
Ground- Freight priority	\$0.00	г	\$0.00
P630 (buy)	\$0.00	г	\$0.00
V660C (buy)	\$0.00	г	\$0.00
V660P (buy)	\$0.00	٦	\$0.00
Total one-time cost			\$0.00

https://verifone.cloud/docs/verifone-central/verifone-central/boarding-services/boarding/complete-unfinished-order Updated: 19-Jul-2024



4. The order will continue from the step where you left off. For more details on how to complete the forms check the <u>Creating an order</u> documentation.

https://verifone.cloud/docs/verifone-central/verifone-central/boarding-services/boarding/complete-unfinished-order Updated: 19-Jul-2024