

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**.

::	verifone Ad	ministration	Boarding			
	Boarding			Orders		
	Verifone's Boarding S omnichannel paymer services you need fro	Services', enables ord at solutions loaded wi om a single location.	ering & configuring th software and	All Orders		
2. From t	he order list select the o	draft that requires co	mpletion.			
Orde	ers					Create order
Name	✓ Type a Name					Search
Date	Status V User V O	rganizations V			Editable	× Not Editable
Date C	reated V	Organization \checkmark	User 🗸	Status 🗸	Last edited \checkmark	
03-06-	2024 13:38:15	Test	Susy Smith	Draft	03-06-2024 13:58:10	

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

Order details	Complete order		
order ID: 20d72656-0c86-4bc6-8f0d-176	f4f4bb51e		
			Expand All Detai
Company and contact details			~
Addresses and Shipping			~
Cost summary			
Recurring montlhy costs			
Item	Price	Qty	Amount
Service	\$0.00 p/m	т	\$0.00 p/m
Total per month			\$0.00 p/m
One-time costs			
Item	Price	Qty	Amount
Ground- Freight priority	\$0.00	п	\$0.00
P630 (buy)	\$0.00	-	\$0.00
V660C (buy)	\$0.00	т	\$0.00
V660P (buy)	\$0.00	п	\$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