Post-Flight

Checklist

Fundraising

If your flight requires that you complete a process, for example, choosing Raffle Winners, make sure that you have finalized all fundraising.

In Flight > Components

Transactions

If you have required a credit card, click Charge All Credit Cards button. If you have not, you will need to followup with users who have pending orders.

In Flight > Financials > Pending

Thank You's

Auction item donor receipts (optional) and payment receipts (automatic) will be sent as they are incurred. You can never say thank you too much. *In Flight > Messaging*

Delivery

If your fundraising requires that items be picked up or delivered, make these arrangements as easy as possible for your participants.

In Flight > Components

