

Active Kids vouchers (where a membership has a requirement)

When the approval has gone into 'pending' state:

- The Voucher view will show the 'Approve' button shaded. This will not become available until requirements are approved and the approval has been released
- The Membership details under 'Usage' will also be in a PENDING state
- 6 days from the time of purchase is the time limit given to upload and approve required documents.

The screenshot shows the 'Vouchers' page with a list of current vouchers. The voucher for Milhouse van Houten is highlighted in green. The 'Approve' button is shaded, indicating a pending state. The 'Usage' tab is active, showing details for the Active Kids purchase.

Name	Created	Expiry	Amount	Status
Milhouse van Houten Barker Aquatic Swim Club Active Kids 11.11.2020		31.1.2021	\$100.00	PENDING
Lisa Simpson Barker Aquatic Swim Club Active Kids 6.11.2020		31.1.2021	\$100.00	APPROVED
second child Farquhar Abbotsleigh Swimming Club Active Kids NSW 2.11.2020		N/A	\$100.00	APPROVED
Nelson Muntz Barker Aquatic Swim Club Active Kids 15.9.2020		13.1.2021	\$100.00	APPROVED
Test B Dependant				

Active Kids Details:

- Participant Name: Milhouse van Houten
- Participant Birthdate: 1.1.2004
- Voucher Type: Active Kids
- Published Date: 11.11.2020
- Voucher Name: Active Kids
- Voucher Code: 5450768545424160
- Voucher PIN: 0101
- Dollar Amount: \$100.00 AUD
- Remaining Amount: \$0.00 AUD
- Expiry Date: 31.1.2021

The screenshot shows the 'Vouchers' page with the 'Active Kids Purchases' tab active. It displays a table of purchases, including the pending redemption for the Test membership Voucher.

Product Name	Redemption	Refund
Test membership Voucher \$100 Approval Pending	\$99.48 PENDING	

Items per page: 10 | 1-1 of 1 | < > >>

IF NO DOCUMENT UPLOADED

- If 6 days pass and required documents are not uploaded and verified in time, purchase order product enters a cancelled state. This will still show on the Vouchers view for the club admin, with the usage tab showing with no product

Vouchers

Status: Cancelled | Programs: Active Kids

Current Vouchers

Voucher State: Cancelled

Expiring After: 31-1-2021 | Expiring Before: 31-1-2021 | All

Search: Voucher

Name	Created	Expiry	Amount	Status
Milhouse van Houten Barker Aquatic Swim Club Active Kids 11-17-2020		31-1-2021	\$100.00	Cancelled

Active Kids Purchases

Search:

Product Name | Redemption | Refund | View

No Records to Display

- The incomplete order will show as cancelled under Entity home > Purchases for that member

PO# 201110223719 Products

Search: Msg + Purchases


A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Product Name	Unit	Qty	Line
Test membership Voucher \$100 Milhouse van Houten	\$49.74	1	\$49.74
	Deductions		\$0.74
	Total inc. GST *		\$49.00





* represents transfer entitlement after deductions

Items per page: 10 | 1 - 1 of 1 | < >

PO# 201110223719 Products

 Purchase Order has been Cancelled

 Search

ProductName	exGST	Qty	incGST
Test membership Voucher \$100	\$95.23	1	\$99.48 
 Barker Aquatic Swim Club	\$49.74		\$49.74
 Milhouse van Houten			
Grand Total		1	\$99.48
GST Component			\$4.25
Transaction Fee*			\$1.41
Total Redeemed Vouchers			 -\$99.48
Total Payable^			\$0.00

* included in total

^ after voucher redemption

- The voucher is not redeemed, but will require Support@swimming.org.au to remove the code from the members profile to re-use at the checkout

IF DOCUMENT IS UPLOADED

- Club admin navigates to Entity Home > Documents and finds the correct doc to approve. Click verify to confirm approval

Documents

Participant: [Dropdown] Descendant: [Dropdown]

Search: [Input] Category: All Status: All

Document Type	Upd.	Exp.	Status
Safe Sport certificate Milhouse van Houten	17.11.2020	N/A	[Verify]
Safe Sport certificate Lisa Simpson	6.11.2020	N/A	[Checkmark]
Membership Eligibility Approval mara.brownlee@swimming.org.au	29.9.2020	N/A	[Checkmark]
COVID19 Training mara.brownlee@swimming.org.au	24.9.2020	21.3.2022	[Checkmark]
COVID19 Training mara.brownlee@swimming.org.au	24.9.2020	21.3.2022	[Checkmark]
COVID19 Training mara.brownlee@swimming.org.au	9.9.2020	11.9.2020	[Checkmark]
Passport mara.brownlee@swimming.org.au	9.9.2020	12.9.2020	[Checkmark]
First Aid Certificate #fbottle7@gmail.com	4.9.2020	30.6.2021	[Checkmark]
An Introduction to Autism Spectrum ... #fbottle7@gmail.com	4.9.2020	30.6.2021	[Checkmark]
Birth Certificate amy.harbotle@swimming.org.au	4.9.2020	N/A	[Checkmark]

Items per page: 10 1 - 10 of 37

how to edit bank details for stripe v2 (5).pdf

Download [Download] Verify [Verify] Edit [Edit]

Impersonation Links: Home [Home] Membership [Membership] Library [Library]

Participant: Milhouse van Houten
Document Category: Certificate
Document Type: Safe Sport certificate

Is Medical Type: [X] Is Restricted Type: [X]

File Size: 0.59 MB

Uploader: Mara Brownlee
Upload Date: 17.11.2020
Uploader Pinnacle: N/A

Verification Expiry: [X]

Requires Verification: [X]

Is Approved: [X] Is Revoked: [X]

Is Viable: [Checkmark] Is Deleted: [X]

Is Expired: [X]

- Once verified, Navigate to Approvals > Purchases to check the Purchase Order. This will drop out after a few minutes

Purchase Approval

Purchases Requiring Approval

Search: [Input]

Participant	Purchase Date	Expiry
Mara Brownlee	17.11.2020	7d

Items per page: 10 1 - 1 of 1

Purchase Order Details

Impersonation Links: Purchase Order [Purchase Order]

Created Date: 17.11.2020 Payment Date: 17.11.2020

Total Inc GST: \$99.48 AUD

[Checkmark] All Products purchased from Barker Aquatic Swim Club as part of this Purchase Order have been approved.

Payment will be processed once all approvals have been provided from Clubs with a product component. All approvals need to be provided within 6 days of the purchase, otherwise unapproved product(s) will be cancelled.

If any item on this Purchase Order is time sensitive (e.g. an Event Race Entry), please notify the Purchaser.

Test membership Voucher \$100 Requirements

Product Assignee: Milhouse van Houten [Approved]

Document Requirement	Verified	Valid
[Checkmark] Certificate	[Checkmark]	[Checkmark]

- The completed purchase order also shows under Entity home > Purchases

PO# 201117014201 Products

Search Msg + Purchases

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Product Name	Unit	Qty	Line
Test membership Voucher \$100 Milhouse van Houten	\$49.74	1	\$49.74
	Deductions		\$0.74
	Total inc. GST *		\$49.00

* represents transfer entitlement after deductions

Items per page: 10 1 - 1 of 1

Related Transactions

Related Transactions	Date
Nil_Amount_Payment_5ee0b8a8-9774-413a-bd67-97e53ccc5877	17.11.2020

Mara Mara

- Navigate to the Voucher details page, the 'redeem' and 'Approve' button will now appear. To redeem the voucher with Service NSW, select Redeem. If you can release funds from your club bank account, select Approve.

Vouchers Entity

Status Programs Vouchers Report

Expiring After Expiring Before Voucher State All

Search Voucher

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Name	Created	Expiry	Amount	Status
Milhouse van Houten Barker Aquatic Swim Club Active Kids 17.11.2020		31.1.2021	\$100.00	
Lisa Simpson Barker Aquatic Swim Club Active Kids 6.11.2020		31.1.2021	\$100.00	
Nelson Muntz Barker Aquatic Swim Club Active Kids 15.9.2020		13.1.2021	\$100.00	
Nelson Muntz Barker Aquatic Swim Club Active Kids 26.8.2020		24.12.2020	\$100.00	

Active Kids Approve Redeem Edit

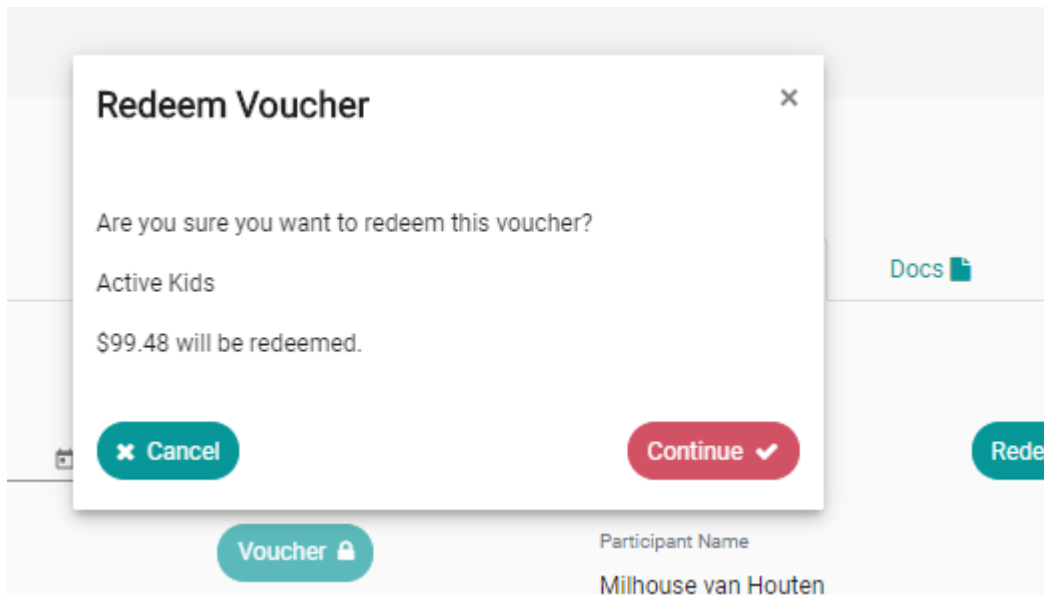
Participant Name: Milhouse van Houten
Participant Birthdate: 1.1.2004

Voucher Type: Active Kids
Published Date: 17.11.2020
Voucher Name: Active Kids

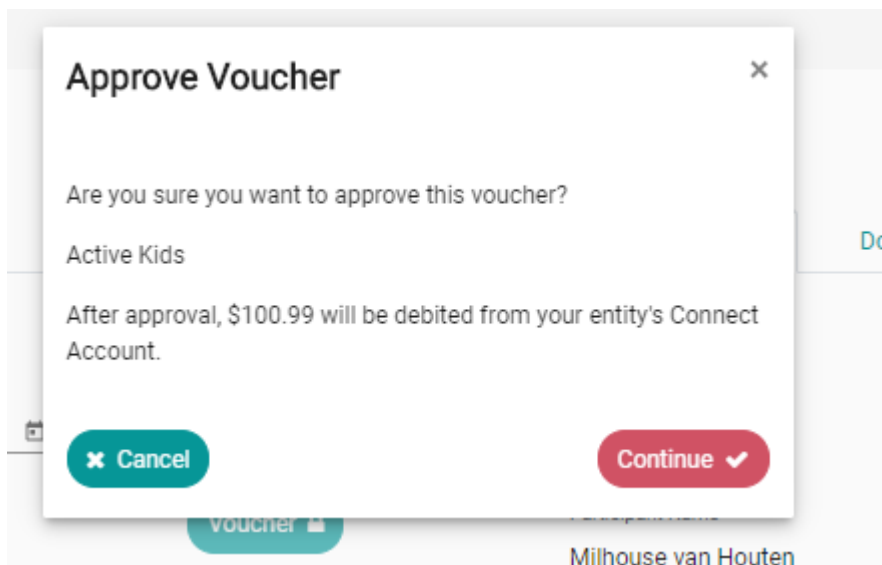
Voucher Code: 5450768545424160
Voucher PIN: 0101

Dollar Amount: \$100.00 AUD
Remaining Amount: \$0.00 AUD

Expiry Date: 31.1.2021



- NB. Stripe charges a 1.5% fee to any approvals- this is total is provided + referenced under the Voucher Program Ts & Cs



- Reference number will indicate the redemption has been received by Service NSW, clearance date will show when funds have left the bank account