

CHECKS before opening Live Orders

(ie. making an order for any product / item and submitting it through the cart)

Review all of the following items before going live with your chosen payment gateway(s).

- Check Stripe keys are correct & Stripe is set to enabled/disabled
- Check Deferred payment gateway is enabled/disabled
- Check Tax rates are correct *(If 0%, make sure it is added)*
- Check Company Details are entered *(Company Name, Address)*
- Check your Email Signature is added
- Ensure Site notification email is entered *(for copy of the site outgoing emails)*
- Confirm Email Templates - Orders Placed - edit if required
- Enable automatic invoice for orders on email template, if preferred
- Make a test order through the cart, for any item
- Check Cart requires acceptance of Privacy Policy
- Check invoice - logo, company name correct
- Check Bank details showing on invoice
- Check Cart Success page - are there any notes required?
- Set Cart to Live Mode
- Place a test order using Stripe in Live Mode *(€1 Test Product)*
- If use Stripe, review payment on Stripe - refund the amount if needed
- Review how the order displays in the Orders list

You are now ready to allow people to make orders through the Cart!