



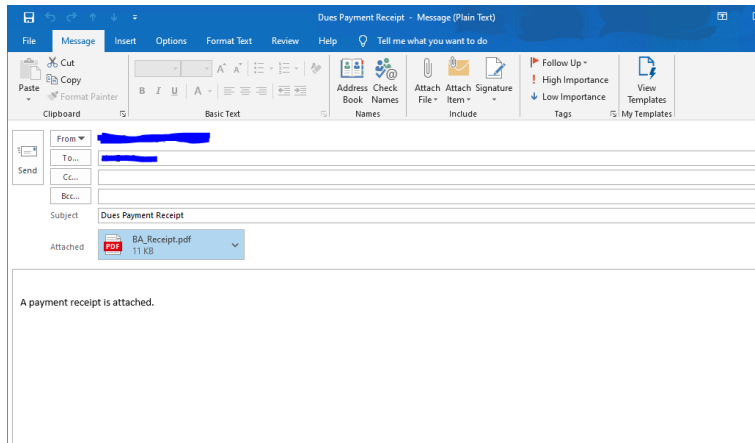
## How do I email Official Receipts? (BA members only)

Nels Haugen - 2021-05-03 - FAQs

You can e-mail a BA member's receipt to them from the payment screen.

This can only be done from the Payment Tab one member at a time. To resend the Receipt at a later time you need to come back to the Payment Record:

When clicking on the E-Receipt button, the LPX program will attempt to open your email client, ready to send. You can then edit what you wish in your email client and send it off.



Tags  
Receipts