donationpay

✓ Content
✓ Functionality
✓ Aesthetic
✓ Scheduling

Payment Page Requests:
What We Need To Get Started

Content: The Info Your Donors Need

- Content includes all written copy you want to appear on your page.
- Your copy is typically placed above the payment sections of the form and might include brief information about your organization, project, event, or membership program.
- Our team does not copy edit, so please submit pre-edited text for your payment pages.

Functionality: How Your Page Works

- Specific fields or information your organization needs to collect. For instance, many organizations like to add fields where donors can sign up for newsletters or otherwise engage.
- Suggested amounts, giving levels or pricing.
- State a field type for each section, if applicable (i.e. checkbox, picklist, open text, radio buttons etc.).
- Questions or requests for features you need.

Aesthetic: How Your Page Looks

- Link to the website your page should be based on. If the page will maintain the same aesthetic as your other DonationPay pages, there's no need to specify.
- Any images or additional graphics you'd like included on the page.
- Specific requests for alterations to the page template of your other pages, such as partially eliminating navigation and linking to other DonationPay payment pages.

Scheduling: When Your Page Goes Live

- Deadline requests. We build new pages in 3-7 business days and make page changes in 1-3 business days, but please let us know if you need expedited service and we'll do our best to accommodate
- Expiration date: if you need us to take down your page at on a particular date, please include instructions in your request.
- Any additional info our development team should know to complete your page within your desired timeline.

Once you've collected all the information listed above, you're all set to submit a new page request! You can submit all support requests through our ticketing system at www.donationpay.zendesk.com.