

A SALE'S TIMELINE

	LAUNCHING OF THE SALE From the end of the previous sale to D-4*	END OF THE SALE D-2 around midnight.	COLLECTION D		Until D+1	D+5	D+10
	Preparation of the Sale	The Sale is open	Finalising the Sale	Preparing the Collection	Verification	Electronic Wallet Transactions	Bank Transfers
HOST	<ul style="list-style-type: none"> Organises the sale calendar Selects the products to offer 	<p>Sends the new sale launch message</p>	<p>Gets in touch with the Producers participating in the Sale</p>	<p>Clicks on the button "Validate Collection"</p>	<p>Reports all the undelivered/ un-collected products</p> <p>NEW The wallet is credited (delivered products) Transfer request is made from the wallet to the bank account</p>	<p>Clicks on the button "Confirm the Collection"</p> <p>The Host is able to download the invoice</p>	<p>The payment is credited onto his or her account</p>
PRODUCER	<ul style="list-style-type: none"> Checks that his or her participation calendar is up to date and decides the minimum amount of orders required to deliver to the Assemblies. Updates the availability of the products under offer in the product catalogue 	<p>Manages and monitors the sales as it goes by</p> <p>Is able to download a temporary Order Summary</p>	<p>If the minimum amount of order has not been met he can decide to deliver anyway</p> <p>Can download the final Order Summary</p>	<p>Prepares the orders</p>	<p>NEW The wallet is credited (delivered products) Transfer request is made from the wallet to the bank account</p>	<p>Can download the invoice</p>	<p>The payment is credited onto his or her account</p>
MEMBER	<p>Receives an email announcing the launch of the new sale</p>	<p>Can place his or her orders</p> <p>NEW Total amount is debited from the bank account A transfer is made from his bank account to his wallet</p>	<p>Cannot order for this week anymore</p>	<p>Can download and print the Order Summary</p>	<p>NEW The wallet is debited (delivered products) The withdrawal request from the wallet to the bank account is sent for undelivered products</p>	<p>Can download his or her invoice</p>	<p>NEW The refund is credited onto his or her account for undelivered products</p>

* Except for the Assemblies that have more than one collection per week.