

# **How do I set my Refund Period?**

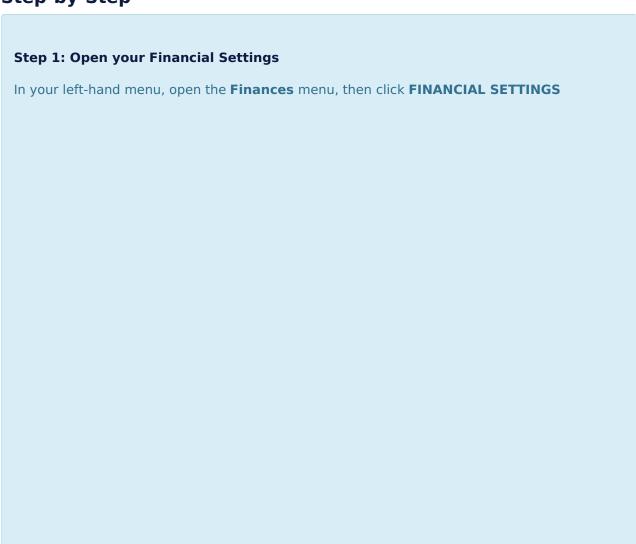
Last Modified on 11/03/2025 2:27 pm AEDT

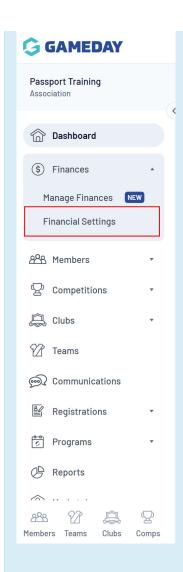
### **Overview**

Your organisation's Refund Period determines the number of days after an online transaction is processed that your organisation can issue a refund for it. This can be set as between 1 to 365 days.

Note: If left blank, your refund period will default to 30 days

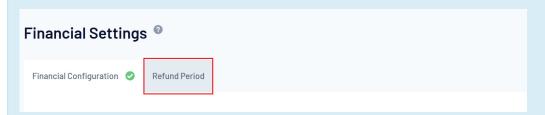
## Step-by-Step





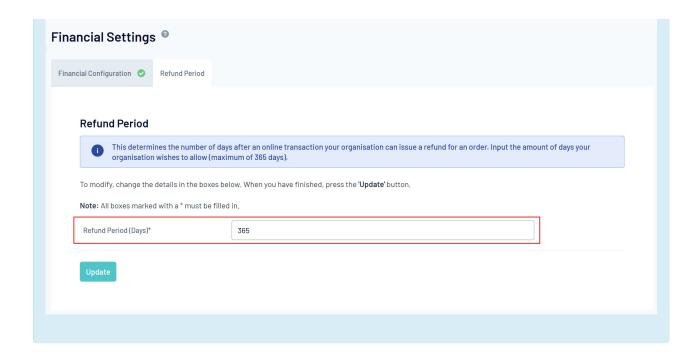
### Step 2: Toggle over to the Refund Period tab

Select the **REFUND PERIOD** tab



**Step 3: Set your Refund Period** 

In the Refund Period (Days) field, set your Refund Period, then click UPDATE



## Watch

Your browser does not support HTML5 video.