How to Complete and Deliver a Layaway

Navigation: Layaway → History → open the layaway.

1. Confirm the customer’s identity and the correct layaway.
2. Verify the balance. Collect any remaining payment.
3. Confirm every item is available and matches the agreement.
4. Confirm all required serial numbers or IMEIs.
5. Select the completion or delivery action.
6. Review the final document and provide it to the customer.

After completion, the status shows that the layaway was completed and delivered. Do not deliver merchandise merely because payments exist; complete the final stock and serial checks.

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