

Invites Received

The **Invites Received** menu contains all active invitations sent to your organisation. An active invitation is one that has not been completed. The bell icon is used to indicate if you have any active invites.

To action an invitation click the appropriate row. A selected invite will turn orange in colour.



Once an invitation has been selected you can commence entering details.

Your Role: Purchaser

If you represent the **Purchaser** you will be given the option to click Create New Opinion or Create New Self Determination

A document will be created linking to the vendor's part of the transaction.

Your Role: Vendor

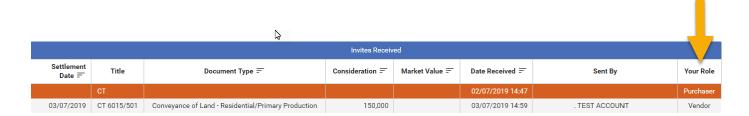
If you represent the Vendor you will be given the option to click

Enter Vendor Details





Note: your role (Purchaser or Vendor) is indicated in the **Your Role** column.



Troubleshooting

Invite not found in my Invites Received Menu:

- you have already completed the data associated to the invite. Check your All menus for completed work;
- the inviting party has not selected your organisation from the list of registered RevenueSA Online clients during the Invite step/process. In this case you will only receive an email.

Invites Sent

The **Invites Sent** menu contains all active invitations sent by your organisation.

Invites Sent						
Settlement Date =	Title	Document Type =	Consideration =	Market Value =	Date Sent =	Sent to =
27/06/2019	СТ	Conveyance of Land	160,000		27/06/2019 17:22	TEST ACCOUNT
03/07/2019	СТ	Conveyance of Land - Residential/Primary Production	150,000		03/07/2019 14:59	
25/07/2019	СТ	Conveyance of Land	6,000,000		28/06/2019 11:02	TEST ACCOUNT

Troubleshooting

Invite not found in my **Invites Sent** menu:

- the invited party has completed the required data;
- the invitation has not been sent or has been cancelled. Check the Invite component of your stamp duty document or workspace and resend the invite if required.



