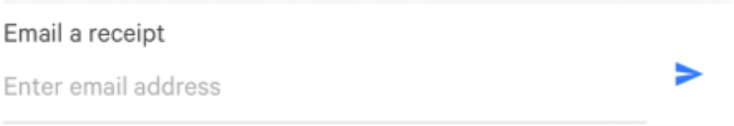
Email a receipt

You can email a copy of the receipt to your customer by typing their email address into the **Email a receipt** section and pressing the **blue envelope to send.**



Here's an example email receipt sent to the customer. The email also contains a PDF attachment with the receipt details.

From: Verofy® Support | Receipts
Sent: 22 October 2025 12:46
To: Verofy® Support | Help
Subject: Payment Receipt - [redacted]
Attachments: transaction_receipt [redacted]_2025-10-22_11-46-17.pdf

Payment Receipt - [redacted]

Dear Customer,

Thank you for your purchase! This email confirms that a transaction of £30.00 has been successfully processed from

[redacted]

Receipt

Trading Name	[redacted]
Trading Address	[redacted]
Date / Time	2025-10-19 14:41:42
Card Type	Visa
Credit Card (last 4 digits)	**** **** **** [redacted]
TRANSACTION TOTAL	**£30.00**

This is the transaction receipt. If you have any questions regarding the transaction, please contact us directly. For queries related to the goods or services purchased, we recommend reaching out to the merchant.

For more information, please see our latest privacy updates at https://privacy.verofy.com.

Revision #1
Created 5 November 2025 16:05:41 by Verofy® Support
Updated 5 November 2025 16:05:59 by Verofy® Support