

Update of the automated Mails for Weppl

Note:

* Please replace **all the mails** with the ones in this document
* Please attach the PDF files wherever mentioned
* In the Signature area, please hyperlink the Weppl social handles with the Logos
* In case of any ambiguity or errors, please reach out to us

Action: NGO Registration – email to NGO

Subject: Partner Registration | Welcome to the Weppl family

Email:

“Dear (name of the NGO),

Welcome to the Weppl family!

Thank you for registering the account with us. Kindly login and update the profile to complete the process. You can start adding beneficiaries once you have updated the profile. Once your requests are approved, the causes would be listed on Weppl platform for the donations to begin.

At any point, if you face any issue, please use the support button on our page to reach out to us.

Alternatively, you can click the following link to reach out to us. [Support link]”

Sincerely,

The Weppl Team,

    

Attachments to mail: NGO registration guide document, Weppl Beneficiary Story Guide Document for NGO

Action: NGO Approval – email to NGO

Subject: Partner Registration Approved

Email:

“Dear (name of the NGO),

Your account has been approved. You can start adding beneficiaries to raise funds. Kindly login to get started.

At any point, if you face any issue, please use the support button on our page to reach out to us.

Alternatively, you can click the following link to reach out to us. [Support link] ”

Sincerely,

The Weppl Team

    

Attachments to mail: Weppl Beneficiary Story Guide Document for NGO

Action: Beneficiary Addition – email to NGO

Subject: Weppl beneficiary addition

Email:

“Dear (name of the NGO),

Thank you for adding the beneficiary [name] on our platform. Once your requests are approved, the causes would be listed on Weppl platform for the donations to begin.

At any point, if you face any issue, please use the support button on our page to reach out to us.

Alternatively, you can click the following link to reach out to us. [Support link] ”

Sincerely,

The Weppl Team

    

Action: Beneficiary Approved – email to NGO

Subject: Weppl beneficiary approval

Email:

“Dear (name of the NGO),

Addition of beneficiary [name] is approved. The cause will be listed on the Weppl platform. Additionally, you can visit the cause page and click on “Share this fundraiser” button to share the cause from your social media account.

Please login to know more details related to all your causes listed on Weppl platform.

At any point, if you face any issue, please use the support button on our page to reach out to us.

Alternatively, you can click the following link to reach out to us. [Support link] ”

Sincerely,

The Weppl Team

    

Action: Donor profile creation – email to donor

Subject: Registration | Welcome to Weppl family

Email:

“Dear (Donor Name),

Welcome to the Weppl family!

Thank you for registering the account with us. Kindly login and keep your profile updated. Start browsing on Weppl platform to make an impact on the lives of the beneficiaries. Also, Don’t forget to check out your dashboard with a trended history of all your contributions!

Together, Let's make the world a better place!

At any point, if you face any issue, please use the support button on our page to reach out to us. ”

Sincerely,

The Weppl Team

    

Action/Subject: Donor makes donation – email to donor

Subject: You are a Changemaker!

Email:

“Dear [Donor Name],

Firstly, let me say thank you on behalf of entire Weppl team for your donation for the cause “[Cause name]” listed on Weppl platform. You are now part of our family who is out there to make the world a better place.

We have attached an acknowledgement receipt of your payment. If you have donated to an organization which is offering tax-exemption, you will receive the tax-exemption receipt once the NGO issues it. For any information about the status of your order, please mail [support ID]

At any point, if you face any issue, please use the support button on our page to reach out to us.”

Sincerely,

The Weppl Team

Attachments to mail: Receipt PDF File

    

Action/Subject: Fortnightly summary notification – email to NGO

Subject: Your Weppl dashboard summary

Email:

“Dear (NGO),

To see all your transactions, receipts & updates, we request you to Login & view your dashboard.

We request you to keep the beneficiary profiles updated.

At any point, if you face any issue, please use the support button on our page to reach out to us.”

Sincerely,

The Weppl Team

    

Action/Subject: Fortnightly summary notification – email to Donor

Subject: Your Weppl dashboard summary

Email:

“Dear (Donor),

Hope you are doing well in best of your health and spirit!

To see all your transactions, impacts & updates, we request you to log in & view your dashboard.

Continue being involved and make this world a better place.

At any point, if you face any issue, please use the support button on our page to reach out to us.”

Sincerely,

The Weppl Team

    

Action/Subject: NGO Rejection

Subject: Action needed for approval of your NGO

Email:

“Dear (NGO),

It looks like some information entered on the NGO Registration portal is not proper or complete.

We request you to complete the NGO registration form and review thoroughly to meet the compliance requirements.

At any point, if you face any issue, please use the support button on our page to reach out to us.”

Sincerely,

The Weppl Team

    

Action/Subject: Beneficiary Rejection

Subject: Action needed for approval of the beneficiary

Email:

“Dear (NGO),

It looks like some information entered on the add beneficiary portal is not proper or complete.

We request you to Login and complete the beneficiary addition form and review thoroughly to meet the compliance requirements.

At any point, if you face any issue, please use the support button on our page to reach out to us.”

Sincerely,

The Weppl Team

    