

Payment Receipt Settings

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Receipt Settings (Gear icon > Settings > General > Organization Defaults left menu) allow you to control the appearance of your printed and emailed receipts.

Changes made to these settings also affect the ePayment receipt settings.

[Include Link To Parent Portal](#)

With email receipts that are sent from Jackrabbit, you have the option to include a link to the Parent Portal, which gives your families quick and easy access to their accounts.

Set **Include Link to Parent Portal** to **Yes** to have the link to your portal login page included in the receipt.

[Include Itemized Fees](#)

Set **Include Itemized Fees** to **Yes** to have your receipts include an itemized detail of the fees a payment was applied to. When this is set to **No**, the receipt will only include the payment amount without listing the fees to which the payment was applied (see the screenshot above).
