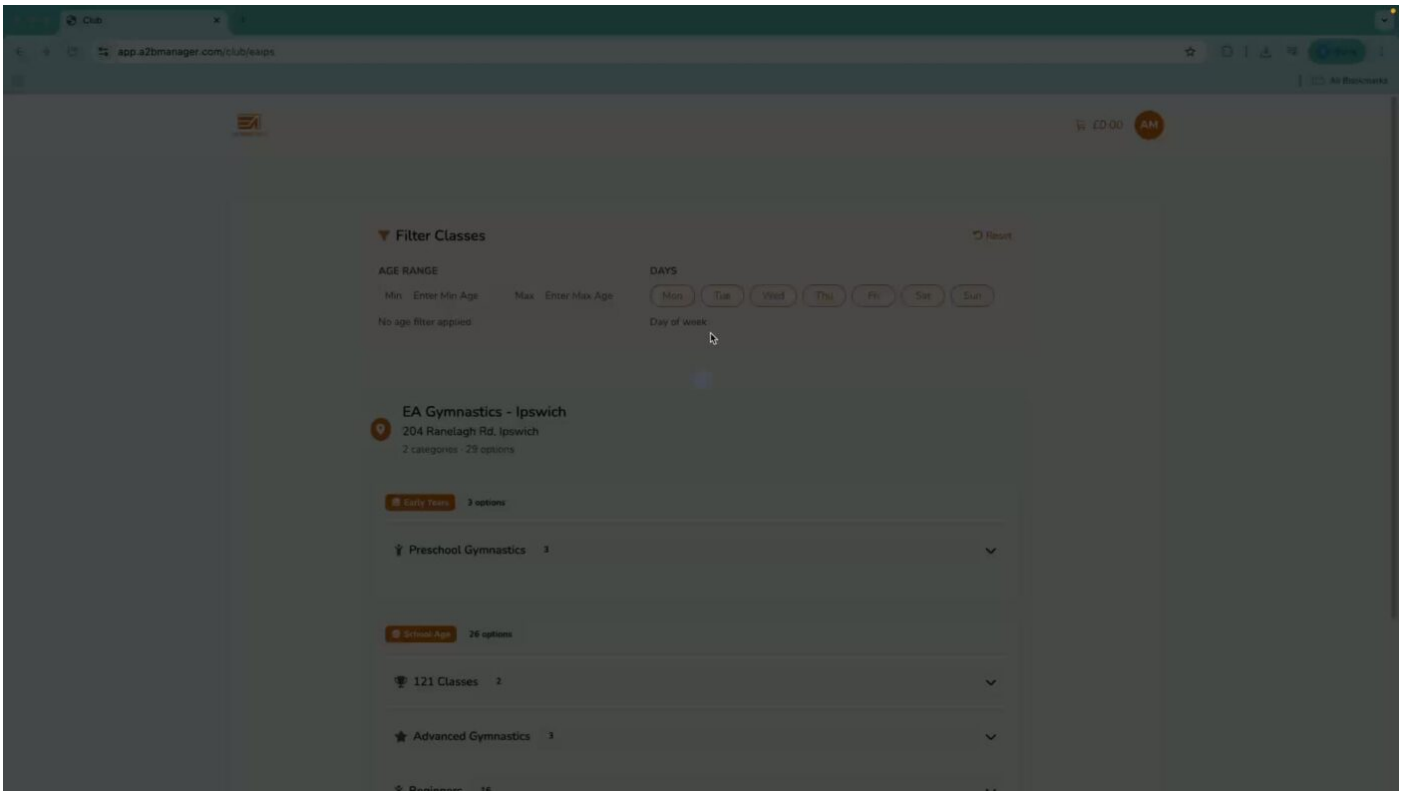
How parents view their signed terms and conditions

Account Management · https://a2bmanager.com/docs/terms-and-conditions/

Embedded media: https://www.loom.com/embed/bb9b66f0f63e475590068f060558d9ca

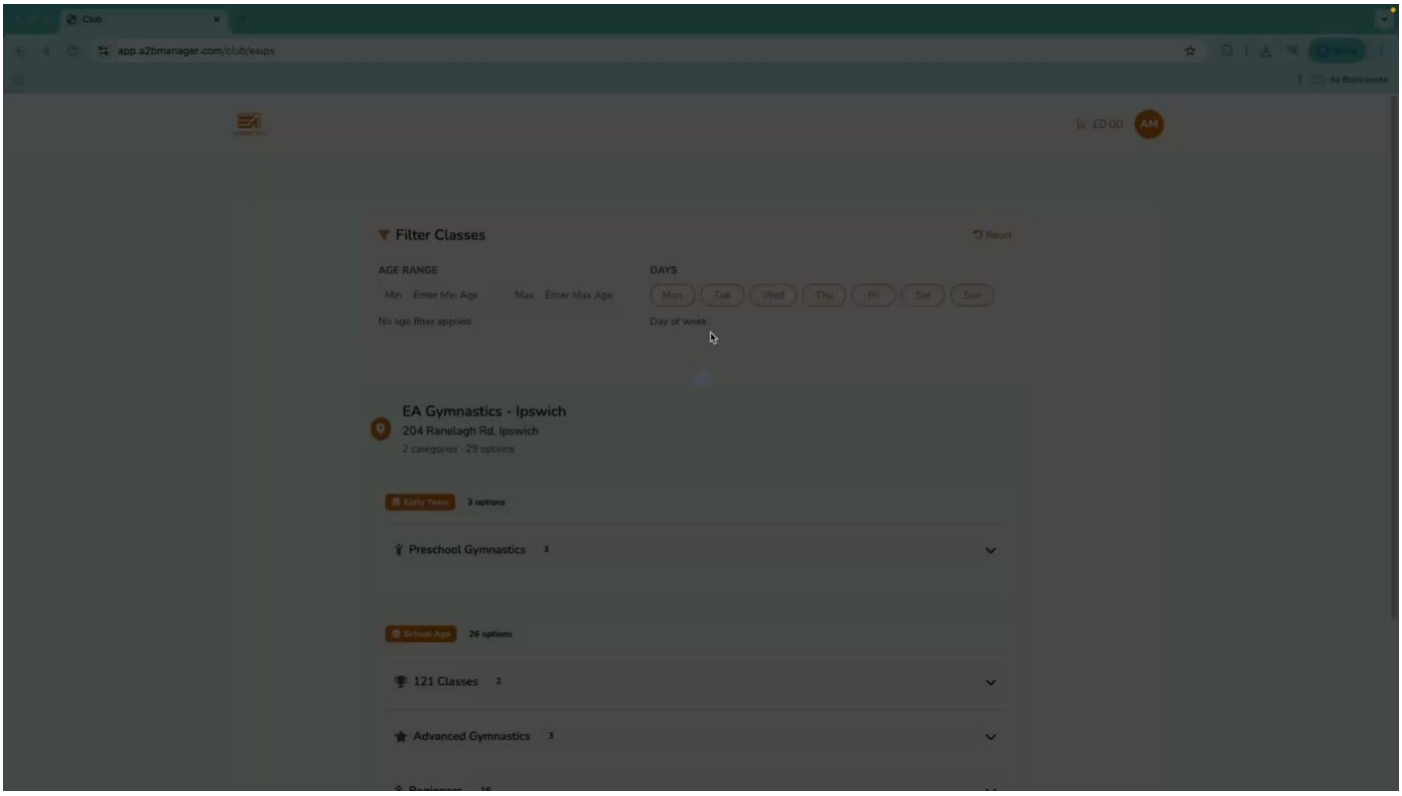
How to Help Parents View and Download Their Signed Terms and Conditions

1. Open the parent's account and access the top-right menu 0:00



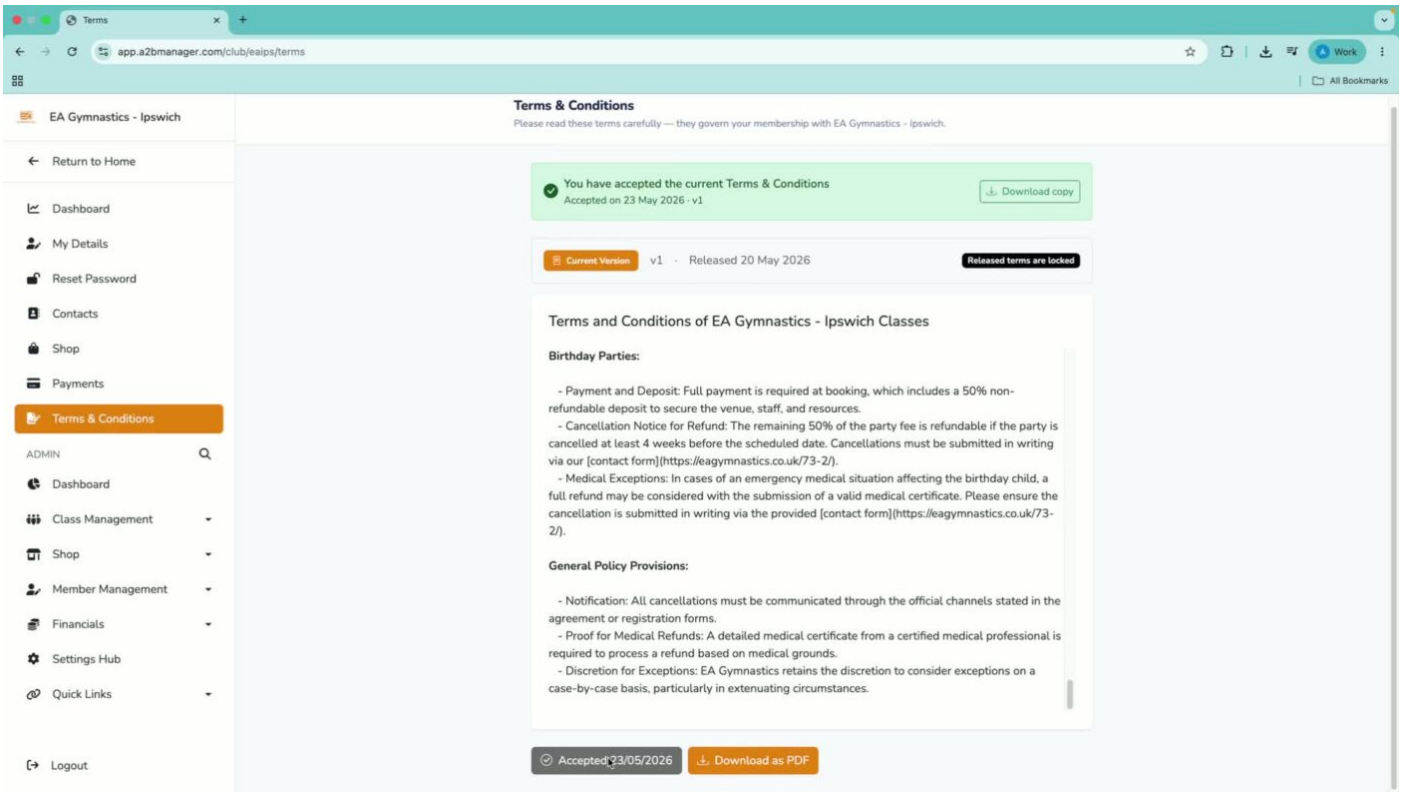
- If you need to refer a parent back to the terms and conditions they signed, start by having them open their account.
- In the **top-right corner**, click the **icon/menu** to access account options.
- From there, select **Terms and Conditions**.

2. Review the accepted terms and the acceptance date 0:00



- The Terms and Conditions page will display the exact terms the parent accepted when they joined.
- It will also show the **date the terms were accepted**.
- This is useful when you need to confirm what was agreed to and when.

3. Download a PDF copy of the signed terms 0:21



- On the same page, the parent can download a **PDF copy** of the terms and conditions.
- The PDF includes:
  - the parent's **name**
  - the **date signed** at the bottom
- This provides a record they can save or reference later.