

Add an Item for Purchase to a Supporters Cart

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Add Instant, [raffle](#), and vote items to a supporter's cart. Once added, payment can be made either through [self-checkout](#) or with assistance from an admin from [Checkout](#).

Note: This applies to all instant, raffle or vote items with the Checkout Type set to: Add to Cart. When Checkout Type is set to: Immediate Checkout, payment will be collected by Admin before item is added to the cart.

Items can be [removed from a user's account](#) by an admin if needed as well.

Watch a video

Add an item

Supporters with a valid mobile number receive a text the item is added to their cart.

1. Go to the **View Campaign Site > Items**.
2. Locate and select the item.
3. Enter the first three letters of the supporter's name or assigned bid number.
 - Select the supporter from the dropdown to pre-populate.
 - If the supporter does not appear in the dropdown, manually enter their information.
 - Check the **Add user without phone** box to bypass the requirement if a mobile number is not provided.
4. Enter or select the answer to the question if one is needed (optional).
5. Select or enter the **Amount**.
6. Click **Purchase, Buy, or Vote**.