# Approval Queue

Store Management · https://multivendorx.com/docs/knowledgebase/work-board/

## Brief Description

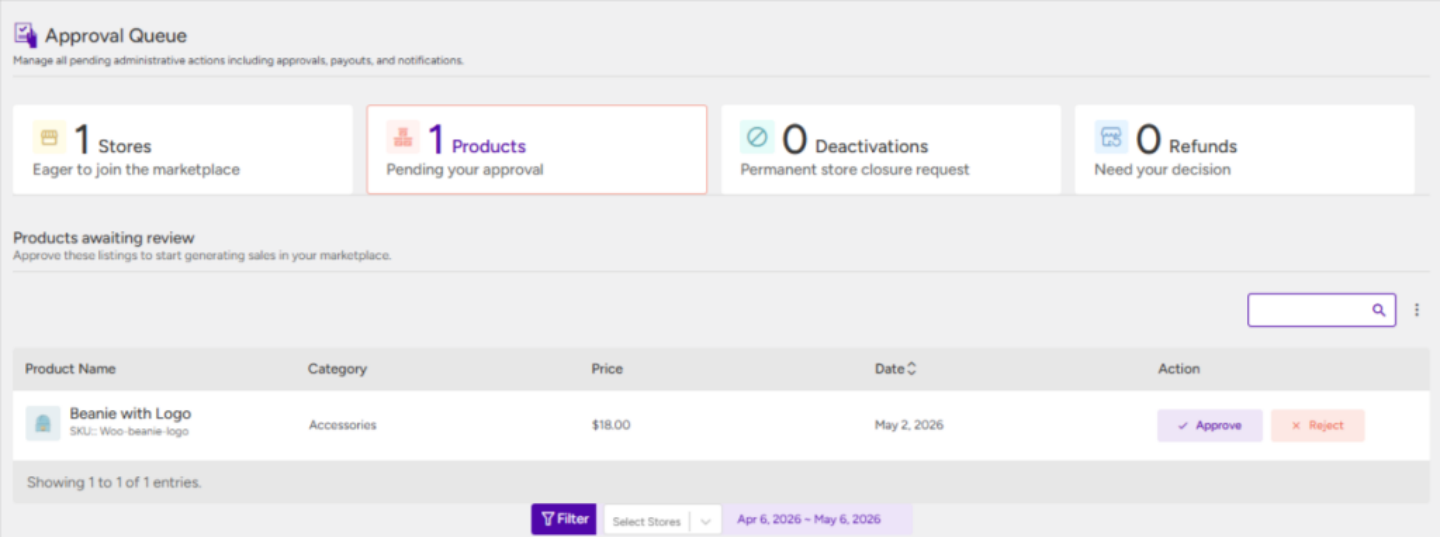
The Approval Queue in MultiVendorX helps marketplace admins manage all approval-based activities from one centralized location.

Instead of reviewing requests from multiple sections separately, admins can monitor and control pending actions directly from a single dashboard. This helps maintain marketplace quality, security, and operational control.

**To access the Approval Queue:**

- Go to **MultiVendorX**
- Open **Approval Queue**

Inside this section, admins will find different approval categories based on marketplace activities.



## Product approvals

The Products section displays products submitted by vendors that require admin approval before becoming publicly available.

Admins can:

- Review submitted products
- Approve marketplace listings
- Reject incomplete or restricted products
- Monitor vendor product submissions

> Important:
> Pending products remain hidden from customers until approved.

Refer to the dedicated Product Approval documentation for complete configuration and workflow details.

## Coupon approvals

The Coupons section manages discount coupons submitted by vendors.

Admins can:

- Review coupon requests
- Approve promotional campaigns
- Reject invalid discounts
- Monitor vendor marketing activity

Refer to the dedicated Coupon Approval documentation for complete setup instructions.

## Store deactivation requests

The Deactivation section contains store closure or deactivation requests submitted by vendors.

Admins can:

- Review deactivation requests
- Approve store closures
- Reject deactivation requests
- Monitor inactive vendor activity

Refer to the dedicated Store Deactivation documentation for detailed workflow guidance.

## Refund requests

The Refunds section displays customer refund requests that require admin review.

Admins can:

- Review refund requests
- Verify order details
- Approve refunds
- Reject invalid claims

> Note:
> Refund behavior may vary depending on payment gateway capabilities and refund settings.

Refer to the dedicated Refund Management documentation for complete refund workflows.

## Withdrawal requests

The Withdrawal Requests section manages vendor payout requests when manual withdrawals are enabled.

Admins can:

- Review payout requests
- Verify vendor balances
- Approve withdrawals
- Reject invalid requests

> Important:
>
> This section is mainly used for manual withdrawal approval workflows.

Refer to the dedicated Withdrawal Management documentation for full payout configuration details.

## Wholesale Customer approvals

The Customers section manages customer registration approvals, commonly used for wholesale or restricted marketplaces.

Admins can:

- Review customer registration requests
- Approve customer access
- Reject restricted registrations
- Verify customer details

Refer to the dedicated Wholesale Customer Approval documentation for complete setup and workflow instructions.

## Conclusion

The Approval Queue in MultiVendorX provides a centralized moderation system for managing marketplace approvals efficiently.

By organizing vendor, product, customer, financial, and operational requests in one place, admins can maintain better control over marketplace activities and ensure a smoother platform management experience.