

EXPRESS PAY SYSTEM

Quick user guide to register cash
or check sales with tax (Cash Chk)

HYPERCOM 4200



OBJECTIVE

Provide clear and simple instructions to perform the functions and operations that your business needs through the Express Pay System terminal to register cash or check sales with tax. And to provide the most advanced technology of modern banking and the best of services to our customers.

TO PROCESS A CASH OR CHECK SALE WITH TAX(Cash Chk)

*If the Express Pay System terminal calculates taxes, enter the total amount of the sale with tax and press **ENTER**. When the terminal processes the transaction, the printed receipt will indicate the amount of individual taxes and the IVU Loto number.

ACTION	SCREEN	OBSERVATIONS
Press ENTER to show the menu.	The screen will show different images.	The terminal is ready to process a transaction.
Select the Cash Chk option to process a cash or check transaction.	<i>Select Item or Scroll</i> ATH EBT Cash Chk	
Select the <i>Cash Chk</i> option.	<i>Cash Chk</i> <div style="border: 1px solid black; display: inline-block; padding: 2px;">Cash Chk</div> <i>Back</i>	
Enter the amount of the sale without tax and press ENTER .	CASH CHK CASH <i>Base Amount</i> <div style="border: 1px solid black; display: inline-block; padding: 2px;">\$ 0.00</div>	*See note above. In case of error in amount, press CLEAR and enter the correct amount.
Enter the amount of state tax and press ENTER .	CASH CHK CASH <i>State Tax</i> <div style="border: 1px solid black; display: inline-block; padding: 2px;">\$ 0.00</div>	If state tax doesn't apply, press number 0 and ENTER .
Enter the amount of municipal tax and press ENTER .	CASH CHK CASH <i>Mun. Tax</i> <div style="border: 1px solid black; display: inline-block; padding: 2px;">\$ 0.00</div>	If municipal tax doesn't apply, press number 0 and ENTER .
Enter the amount of tip, if applicable, and press ENTER .	CASH CHK CASH <i>Tip Amount</i> <div style="border: 1px solid black; display: inline-block; padding: 2px;">\$ 0.00</div>	
Press ENTER if the amount is correct or CLEAR if it is not correct.	CASH CHK CASH <i>Total</i> \$ 0.00 <i>Correct ?</i> Yes or No	
	CASH CHK CASH <i>Response</i> APPROVAL 000000	
Press ENTER to print the Customer receipt.	CASH CHK CASH <i>Print Customer Receipt</i> <i>Yes or No ?</i>	The system prints the Merchant receipt.
	CASH CHK CASH <i>Response</i> APPROVAL 000000	
SERVICE DIRECTORY		
	Puerto Rico Metro Area	Outside Metro Area
Technical Support	787 751-1401	1-800-981-9401