

| SALE                                              |                                                                   |
|---------------------------------------------------|-------------------------------------------------------------------|
| Screen Prompt                                     | Action                                                            |
| From Main Screen                                  | 1. Press <input type="button" value="E-MAIL"/>                    |
| EBT: Swipe Customer Card                          | 2. Swipe Card.                                                    |
| Or Key Manually                                   |                                                                   |
| EBT: Swipe Customer Card                          | 3. Type Acct No + <input type="button" value="ENTER"/>            |
| Expiration Date MMY                               | 4. Expiration Date+ <input type="button" value="ENTER"/>          |
| Select Type:<br>1-Food Stamp or<br>2-Cash Benefit | 5. Select 1 or 2 + <input type="button" value="ENTER"/>           |
| If prompted,<br>Cashier /<br>Server #             | 6. Cashier / Server Number + <input type="button" value="ENTER"/> |
| Sale Amount<br>\$0.00                             | 7. Sale Amt + <input type="button" value="ENTER"/>                |
| Cash Benefit Transactions Only                    |                                                                   |
| Cashback Amount                                   | 8. Cashback Amt + <input type="button" value="ENTER"/>            |
| Total Correct<br>Yes or No                        | 9. If correct, press Yes.                                         |
| Enter PIN                                         | 10. Customer enters PIN.                                          |
| Print Second<br>Receipt                           | 11. Select Yes for customer copy.                                 |

| VOID / REVERSAL                                                                                                                    |                                                               |
|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Screen Prompt                                                                                                                      | Action                                                        |
| From Main Menu                                                                                                                     | 1. Press <input type="button" value="VOID"/>                  |
| Password                                                                                                                           | 2. Supervisor Password + <input type="button" value="ENTER"/> |
| Enter Invoice<br>Number                                                                                                            | 3. Invoice Num + <input type="button" value="ENTER"/>         |
| <card number><br><trans amount>                                                                                                    | 4. Press Yes.                                                 |
| Enter PIN                                                                                                                          | 5. Customer enters PIN.                                       |
| Swipe Customer<br>Card                                                                                                             | 6. Swipe Card.                                                |
| <b>NOTE:</b> Only the LAST EBT sale can be voided. Attempting to void a previous EBT transactions will result in an error message. |                                                               |

| OFFLINE SALE (Food Benefit Only)      |                                                                                 |
|---------------------------------------|---------------------------------------------------------------------------------|
| Screen Prompt                         | Action                                                                          |
| From Main Screen                      | 1. Press <input type="button" value="FUNCTION"/>                                |
| Merchant<br>Function                  | 2. Press 4, 3 + <input type="button" value="ENTER"/>                            |
| Enter Account<br>Number               | 3. Swipe Card.                                                                  |
| Or Key Manually                       |                                                                                 |
| Enter Account<br>Number               | 4. Type Acct No + <input type="button" value="ENTER"/>                          |
| Expiration Date<br>MMYY               | 5. Expiration Date+ <input type="button" value="ENTER"/>                        |
| Take Imprint of<br>Card               | 6. Press Yes and imprint card.<br><b>NOTE: Pressing NO cancels transaction.</b> |
| If prompted,<br>Cashier /<br>Server # | 7. Cashier/Server + <input type="button" value="ENTER"/>                        |
| EBT Amount<br>\$0.00                  | 8. Amount + <input type="button" value="ENTER"/>                                |
| Approval Code                         | 9. Approval Code + <input type="button" value="ENTER"/>                         |
| Voucher Number                        | 10. Voucher Num + <input type="button" value="ENTER"/>                          |
| Print Second<br>Receipt               | 11. Select Yes for customer copy.                                               |

| REFUND (Food Benefit Only)            |                                                               |
|---------------------------------------|---------------------------------------------------------------|
| Screen Prompt                         | Action                                                        |
| From Main Screen                      | 1. Press <input type="button" value="E-MAIL"/>                |
| EBT: Swipe<br>Customer Card           | 2. Press <input type="button" value="REFUND"/>                |
| Password                              | 3. Supervisor Password + <input type="button" value="ENTER"/> |
| Swipe Customer<br>Card                | 4. Swipe Card.                                                |
| Or Key Manually                       |                                                               |
| Enter Account<br>Number               | 5. Type Acct No + <input type="button" value="ENTER"/>        |
| Expiration Date<br>MMYY               | 6. Expiration Date+ <input type="button" value="ENTER"/>      |
| If prompted,<br>Cashier /<br>Server # | 7. Cashier/Server + <input type="button" value="ENTER"/>      |
| Amount                                | 8. Refund Amt + <input type="button" value="ENTER"/>          |
| Enter PIN                             | 9. Customer enters PIN.                                       |
| Print Second<br>Receipt               | 10. Select Yes for customer copy.                             |

| OFFLINE REFUND (Food Benefit Only)    |                                                                                 |
|---------------------------------------|---------------------------------------------------------------------------------|
| Screen Prompt                         | Action                                                                          |
| Press Here for<br>Menu                | 1. Press                                                                        |
| Merchant<br>Function                  | 2. Press 4, 4 +                                                                 |
| Enter Account<br>Number               | 3. Swipe Card.                                                                  |
| Or Key Manually                       |                                                                                 |
| Enter Account<br>Number               | 4. Type Acct Num +                                                              |
| Expiration Date                       | 5. Expiration Date+                                                             |
| Take Imprint of<br>Card               | 6. Press Yes and imprint card.<br><b>NOTE: Pressing NO cancels transaction.</b> |
| If prompted,<br>Cashier /<br>Server # | 7. Cashier / Server Number +                                                    |
| Amount                                | 8. Refund Amt +                                                                 |
| Enter Approval<br>Code                | 9. Approval Code+                                                               |
| Enter Voucher<br>Number               | 10. Vouchec878 0 TD0.1eCode                                                     |