

REFUND

WALKTHROUGH

On Sales Window, click F1-Option or hit F1 on your keyboard.

Alliance POS Cashier @ 0001
Mar 05 (Mon) 11:37 AM

Welcome to our Store
Enjoy shopping

Running Balance
0.00
Pesos (Php)

Qty	Unit	Product	Unit Price	Discount	Total
0	item(s)				
			Subtotal	0.00	0.00



CHECKOUT

F1-Option F2-Detail F3-Search F4-Clerk F5-Cust F6-Drawer
F7-Level F8-Frank F9-Repeat F10-Lock F11-Save F12-Lookup

ONLINE

Click on Open Sales Record or input 7 on **Enter Option #**

Options

[1] Subtotal Discount

[2] Subtotal Discount %

[3] Senior Discount

[4] Change Fund

[5] Pickup Amount

[7] Open Sales Record

[8] Void Current Transaction

[9] Reprint Last Receipt

[10] Debit Card Inquiry

[11] Time Card

[91] Cashier Report

[92] X Reading

[93] Z Reading

[94] Tenant Data

[95] Sales Book

[96] Export Sales

[97] Reset Configuration

[98] Change Password

[99] Sign off

Enter Option #:

Tip: You can access this screen by entering 0 in product entry

Scenario: Cashier asks for the receipt.

Input the Terminal No and Receipt No as printed on the receipt.

Click OK once done.

Enter Receipt No

Terminal No: *

Boutique

Receipt No: *

 OK  Cancel

A message will prompt to confirm void transaction; click Yes to proceed.

Refund will be recorded in the Media Tender Report in HQ. The amount will be in negative to represent a cash refund has been made.

Tender Report List

 Previous

1-5 of 5

	Date	TM#	Receipt Ilo	Cashier	Tender	Reference	Other Info	Amount
1	02/22/2012	0001	32	Cashier	Cash			3,760.00
2	02/22/2012	0001	33	Cashier	Charge	Customer Two		3,960.00
3	02/22/2012	0001	36	Cashier	Cash			12,000.00
4	02/22/2012	0001	37	Cashier	Cash			12,000.00
5	02/22/2012	0001	38	Cashier	Cash			-3,760.00
			5 item			TOTAL :		27,960.00
						=> CASH:		24,000.00
						=> CHARGE:		3,960.00