

Food Stamp Purchase	Food Stamp Return	Cash Benefits
<ul style="list-style-type: none"> <li>› Press ATM</li> <li>› Press <input type="text" value="2"/></li> <li>› Swipe EBT Card</li> <li>›› Enter Clerk ID Number + <input type="text" value="Enter"/></li> <li>›› Enter Invoice Number + <input type="text" value="Enter"/></li> <li>› Cash Amount + <input type="text" value="Enter"/></li> <li>› Total Correct?</li> <li>› Press <input type="text" value="Yes"/> Or <input type="text" value="No"/></li> <li>› Customer Enter PIN + <input type="text" value="Enter"/></li> </ul>	<ul style="list-style-type: none"> <li>› Press ATM Credit</li> <li>› Press <input type="text" value="2"/></li> <li>› Swipe EBT Card</li> <li>›› Enter Clerk ID Number + <input type="text" value="Enter"/></li> <li>›› Enter Invoice Number + <input type="text" value="Enter"/></li> <li>›› Enter Network ID + <input type="text" value="Enter"/></li> <li>› Credit Amount + <input type="text" value="Enter"/></li> <li>› Total Correct?</li> <li>› Press <input type="text" value="Yes"/> Or <input type="text" value="No"/></li> <li>› Customer Enter PIN + <input type="text" value="Enter"/></li> </ul>	<ul style="list-style-type: none"> <li>› Press ATM</li> <li>› Press <input type="text" value="3"/></li> <li>› Swipe EBT Card</li> <li>›› Enter Clerk ID Number + <input type="text" value="Enter"/></li> <li>›› Enter Invoice Number + <input type="text" value="Enter"/></li> <li>› Cash Amount + <input type="text" value="Enter"/></li> <li>›› Cashback Amount + <input type="text" value="Enter"/></li> <li>› Total Correct?</li> <li>› Press <input type="text" value="Yes"/> Or <input type="text" value="No"/></li> <li>› Customer Enter PIN + <input type="text" value="Enter"/></li> </ul>

## Food Stamp Off-Line

## Cash Benefits Off-Line

Food Stamp Re-Enter Purchase	Food Stamp Re-Enter Return	Cash Benefits Re-Enter Purchase
<ul style="list-style-type: none"> <li>› Press <input type="text" value="Off-Line"/></li> <li>› Press <input type="text" value="3"/> + <input type="text" value="Enter"/></li> <li>› Press <input type="text" value="1"/> + <input type="text" value="Enter"/></li> <li>› Swipe EBT Card</li> <li>› Or Key-in Number</li> <li>›› Enter Clerk ID Number + <input type="text" value="Enter"/></li> <li>›› Enter Invoice Number + <input type="text" value="Enter"/></li> <li>›› Enter Network ID + <input type="text" value="Enter"/></li> <li>›› Enter Retrieval Number + <input type="text" value="Enter"/></li> <li>› Cash Amount + <input type="text" value="Enter"/></li> <li>› Total Correct?</li> <li>› Press <input type="text" value="Yes"/> Or <input type="text" value="No"/></li> <li>› Enter Approval Code + <input type="text" value="Enter"/></li> </ul>	<ul style="list-style-type: none"> <li>› Press <input type="text" value="Off-Line"/></li> <li>› Press <input type="text" value="3"/> + <input type="text" value="Enter"/></li> <li>› Press <input type="text" value="2"/> + <input type="text" value="Enter"/></li> <li>› Swipe EBT Card</li> <li>› Or Key-in Number</li> <li>›› Enter Clerk ID Number + <input type="text" value="Enter"/></li> <li>›› Enter Invoice Number + <input type="text" value="Enter"/></li> <li>›› Enter Network ID + <input type="text" value="Enter"/></li> <li>›› Enter Retrieval Number + <input type="text" value="Enter"/></li> <li>› Cash Amount + <input type="text" value="Enter"/></li> <li>› Total Correct?</li> <li>› Press <input type="text" value="Yes"/> Or <input type="text" value="No"/></li> </ul>	<ul style="list-style-type: none"> <li>› Press <input type="text" value="Off-Line"/></li> <li>› Press <input type="text" value="4"/> + <input type="text" value="Enter"/></li> <li>› Press <input type="text" value="5"/> + <input type="text" value="Enter"/></li> <li>› Swipe EBT Card</li> <li>› Or Key-in Number</li> <li>›› Enter Clerk ID Number + <input type="text" value="Enter"/></li> <li>›› Enter Invoice Number + <input type="text" value="Enter"/></li> <li>›› Enter Network ID + <input type="text" value="Enter"/></li> <li>›› Enter Retrieval Number + <input type="text" value="Enter"/></li> <li>› Cash Amount + <input type="text" value="Enter"/></li> <li>›› Cashback Amount + <input type="text" value="Enter"/></li> <li>› Total Correct?</li> <li>› Press <input type="text" value="Yes"/> Or <input type="text" value="No"/></li> <li>› Enter Approval Code + <input type="text" value="Enter"/></li> </ul>

## Electronic Voucher Purchase

- › To Enter a Pre-Authorized Food Stamp Transaction.
- › Voucher S/N (Serial Number) is pre-printed on form.
- › Call Voice Authorization for Voucher AP (Approval Code).
- › Be sure to record Voucher Approval Code on form!

› Press 

› Press  + 

› Press  + 

- › Swipe EBT Card
- › Or Key-in Number

›› Enter Clerk ID Number + 



›› Enter Invoice Number + 

› Enter Voucher Serial Number + 

› Enter Voucher Approval Code + 

› Cash Amount + 

› Total Correct?

› Press  Or 

## EBT Information

- › **Electronic Voucher** - Used for Food Stamp transaction when the terminal cannot obtain authorizations. Merchant completes form.
- › **FCS ID - Food and Customer Service Identifier.** Identifies a merchant as approved to accept Food Stamps.
- › **Optional Procedure** - ›› Designates an Optional Procedure or Prompt. Terminal prompts will appear if option is ON. Follow steps if applicable.
- › **PIN Pad 102** - Clerk swipes EBT Card at terminal.
- › **PIN Pad 301** - Customer swipes EBT Card at PIN Pad.
- › **Re-Enter** - A procedure to be followed only when instructed to do so by the **Help Desk**. May be necessary if the terminal malfunctions or batch becomes corrupt.
- › **Voucher Ap** - A Voice Authorization Approval Code received when a Food Stamp transaction authorization through the terminal is not possible. To obtain, call **Voice Authorization Center**.
- › **Voucher S/N - Voucher Serial Number.** A pre-printed number found on an Electronic Voucher form.

## NOTES:

### › Important Numbers:

EBT Phone \_\_\_\_\_

FCS ID \_\_\_\_\_

Help Desk \_\_\_\_\_

Merchant Number \_\_\_\_\_

Voice Authorization Number \_\_\_\_\_