














## Cashout

- › Press 
- › Press 
- › Swipe Gift Card *OR*  
Manually Enter Account Number  
Press 
- ›› Enter Invoice Number + 
- ›› Enter Clerk/Server ID + 

## Batch Review








- › Press 
- › Press 
- › Retrieve By:  
   
- Enter Data as Requested And  
› Press 

## Clerk/Server Reports

- › Press 
- › Press 
- There are Several Server Reports Available, Choose Report and Follow Prompts.

## Multi-Issue

Multi-issue can be used when a customer is purchasing more than one gift card.

- › Press 
- › Press 
- ›› Enter Clerk/Server ID + 
- › Enter Number of Issues: 
- There is a maximum of five issues.
- › Swipe Gift Cards *OR*  
Manually Enter Account Number  
Press 
- ›› Enter Invoice Number + 
- › Amount + 

## Summary Report

- › Press 
- › Press 

## Batch History Report

- › Press 
- › Press 

## Settlement

Gift Cards should be settled daily

- › Press 
- Totals will display
- › Press  to Confirm Totals





## Detail Report

- › Press 
- › Press 

## Totals Report

- › Press 
- › Press 

## Totals Report

- › Press 
- › To Print Last Transaction  
Press 
- › Or to Print Any Trans. in Batch  
Press 
- › Then Invoice Number + 

## Batch Totals

- › Press 
- › Press 






### NOTE:

- ›› Optional Prompts - May occur according to what selections are turned on within the application.  
Enter **Password** When Prompted

## Redeem

- › Swipe Gift Card *OR*
- Press 
- › Press 
- Manually Enter Account Number
- › Press 
- ›› Enter Invoice Number + 
- ›› Enter Clerk/Server ID + 
- › Amount + 

## Balance Inq

- › Press 
  - › Press 
  - › Swipe Gift Card *OR*
  - Manually Enter Account Number
  - Press 
  - ›› Enter Invoice Number + 
  - ›› Enter Clerk/Server ID + 
- The terminal will print the balance of the Gift Card on the receipt.

## Call IVR







Call IVR could appear on the screen during a redeem, tip, issue, reload, cashout and/or balance inquiry.

When this occurs, please refer to the 1-800 Number provided by SVS and follow the prompts.








DO NOT press clear on the terminal until you have entered the access code when directed by the IVR system and entered the auth. code into the terminal.

## Reload

Reload is required when a customer requests additional funds be put on the Gift Card.







- › Press 
- › Press 
- › Swipe Gift Card *OR*
- Manually Enter Account Number
- Press 
- ›› Enter Invoice Number + 
- ›› Enter Clerk/Server ID + 
- › Amount + 

## Void

- › Press 
- › Void Last Transaction?
- Press 
- › Or to Void Any Transaction
- Press 
- › To Retrieve Any Transaction by Invoice #
- Press 
- › To Retrieve by Account #
- Press 
- › Enter Invoice Number *OR* Last four digits of Account Number + 
- › To Confirm Void
- Press 



## Gift Card Issue

Issue is required at the time of purchase to activate the Gift Card.







- › Press 
- › Press 
- › Swipe Gift Card *OR*
- Manually Enter Account Number
- Press 
- ›› Enter Invoice Number + 
- ›› Enter Clerk/Server ID + 
- › Amount + 

## Off-Line

Off-Line Function is to be used when instructed by the Help Desk to do so.

- › Press 
  - › Press 
- Press the appropriate key for the transaction type being off-lined into the terminal.

## Tip

- › Press 
- › Press 
- › Swipe Gift Card *OR*
- Manually Enter Account Number
- Press 
- ›› Enter Invoice Number + 
- ›› Enter Clerk/Server ID + 
- › Amount + 

## NOTE:

Pressing the 3 key from the main menu on the Omni 3750 will advance the paper.

- ›› Optional Prompts - May occur according to what selections are turned on within the application.