DEBIT SALE: Use this function to authorize and capture transactions for settlement.

This procedure is if the VX570 is connected to a Verifone 1000, 1000 Se Pin Pad.

**MM/DDYY** **HH:MM**
- Press **F2** for Sale

**SWIPE OR ENTER ACCT**
- Swipe card or manually key card number and press **Enter**

**CHOOSE CARD**
- DEBIT **E** CREDIT **C**

**LAST 4 DIGTS ACCT:**
- Key last 4 digits of card number and press **Enter**

**EXP DATE (MMYY):**
- Key expiration date and press **Enter**

**CARD PRESENT:**
- Press **F1** if the customer’s card is present or **F2** if the customer’s card is not present

**IMPRINT CARD:**
- Press **F1** if you imprinted the card

**RECURRING PAYMENT?**
- Press **F1** if this is a recurring payment or **F2** if this is not a recurring payment

**E-COMMERCE?**
- Press **F1** if this is an E-Commerce transaction or **F2** if this is not an E-Commerce transaction

**V-CODE:**
- Key in the Card Code and press **Enter** or press **Enter** for other options.

The card code can be found on the signature line of the customer’s credit card

**INVOICE NUMBER:**
- Key invoice number and press **Enter**

**CLERK/SERVER ID:**
- Key clerk or server number and press **Enter**

**AMOUNT:**
- Key amount and press **Enter**

**ADDRESS:**
- Key the first 5 digits before the first letter of the customer’s address and press **Enter**

**ZIP CODE:**
- Key customer’s zip code and press **Enter**

**TAX AMT:**
- Key tax amount and press **Enter**

**TAX EXEMPT TRAN?**
- Press **F1** if the transaction was tax exempt or **F2** to return to the previous prompt. (only displayed if tax = $0.00)

**CUSTOMER NUMBER:**
- Key customer number or purchase number and press **Enter**

**TEAR RECEIPT PRESS ENTER:**
- Key amount and press **Enter**

**INVOICE NUMBER:**
- Key invoice number and press **Enter**

**TEAR RECEIPT PRESS ENTER:**
- Key date of transaction and press **Enter**

**REPRINT:**
- Use this function to reprint the last transaction or any transaction stored in the terminal’s memory.

**SETTLE:**
- Use this function at the end of each day to settle the batch for payment and clear your terminal of transaction information. These procedures are only necessary if Auto Close is disabled.

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