



PRE-AUTHORIZATION TRANSACTION

1. Press F3 (More)
2. Press 1 (Pre-Auth Purc)
3. Enter amount and press OK (O)
4. Press OK (O) and pass to customer
5. Swipe/insert card
6. To print a receipt press OK (O)
7. Select YES to print second receipt

Note: A Pre-Authorization transaction must be completed/closed by following the **“Completing/Close Pre-Authorization Transactions”** Instructions. Otherwise, the transaction will be lost.

