

RetailzPOS Register User Manual

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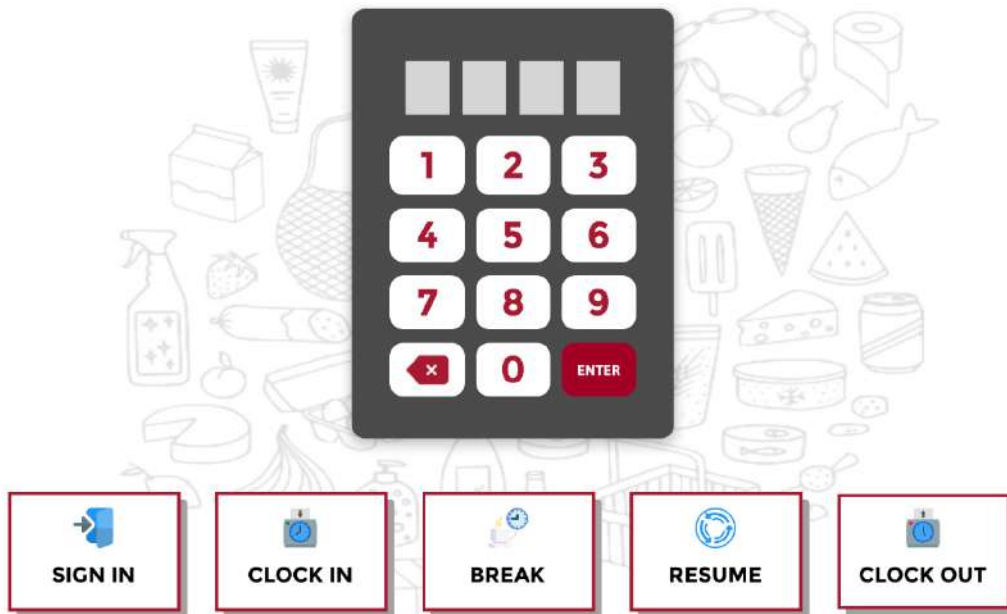
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1 POS - Login Screen

When opening a shift you will open the register to the **Login Screen**

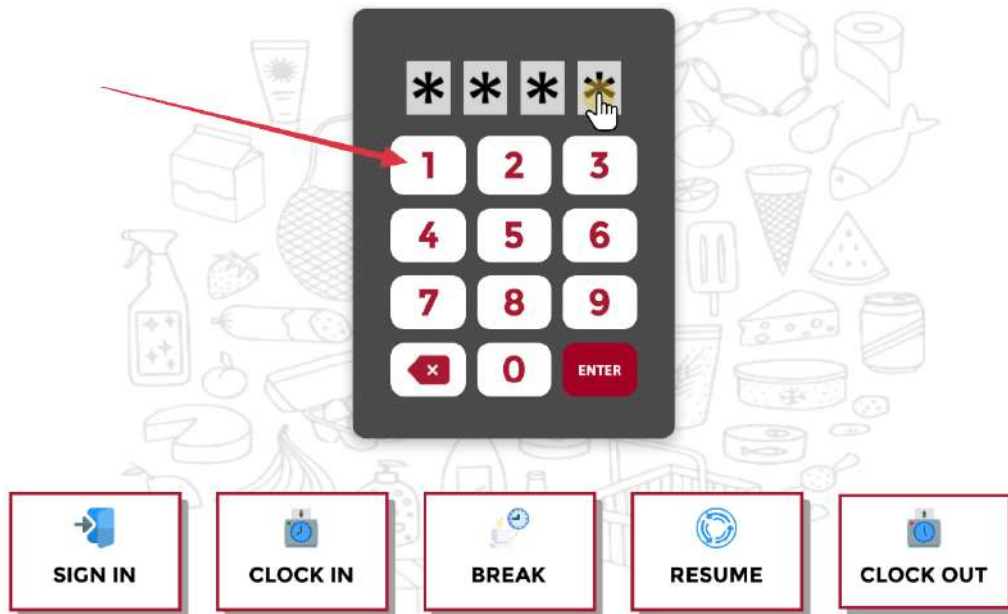
RETAILZPOS



1.1 POS - Enter Pin

Enter your **four digit pin** and select your login operation

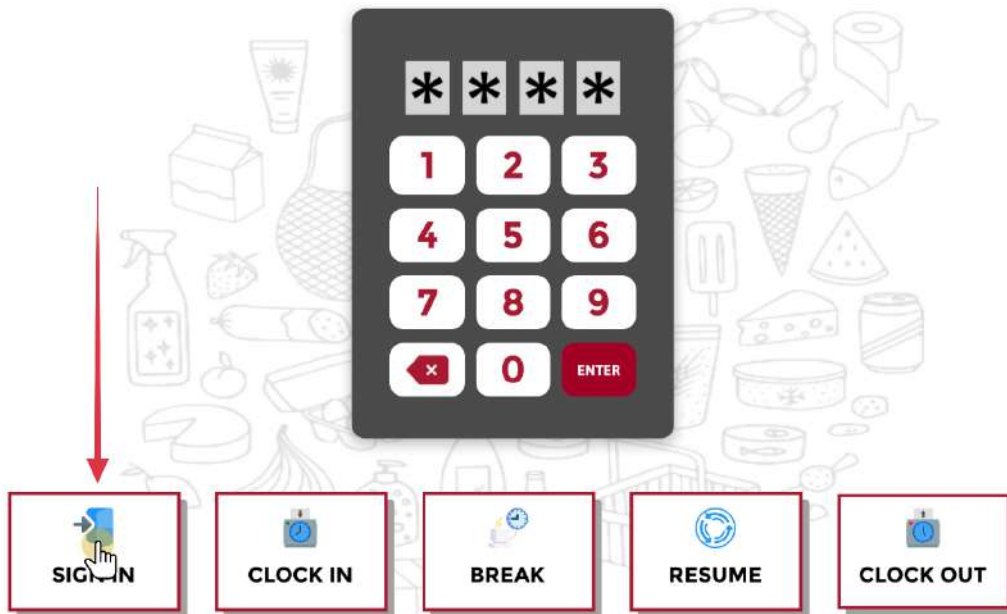
RETAILZPOS



1.1.1 POS - Sign In

To sign in tap, **Sign In**

RETAILZPOS



1.1.2 POS - Clock In

To clock in tap, **Clock In**

RETAILZPOS



1.1.3 POS - Break

To go on break, tap **Break**

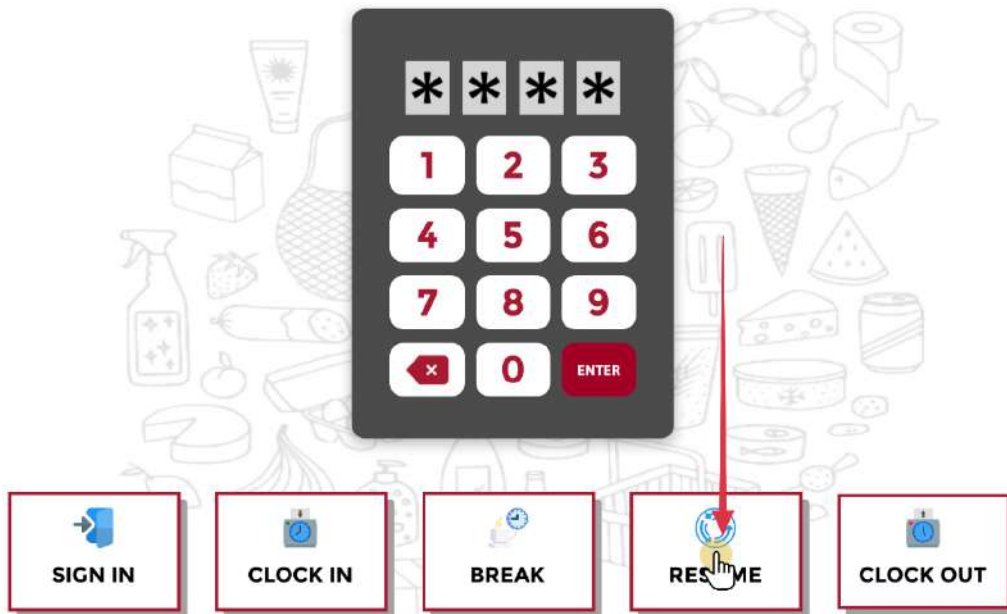
RETAILZPOS



1.1.4 POS - Resume

To resume from break, tap **Resume**

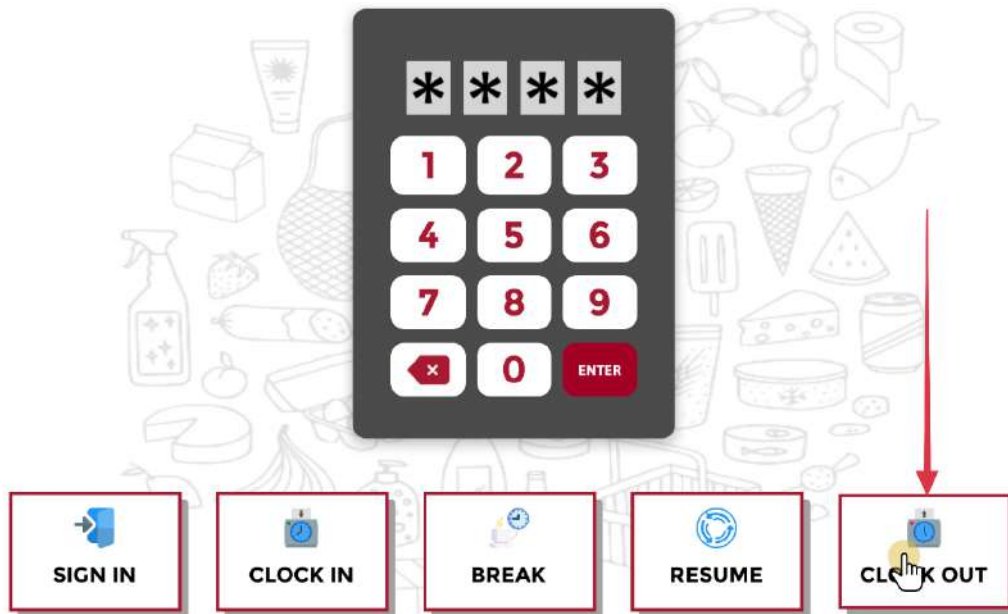
RETAILZPOS



1.1.5 POS - Clock Out

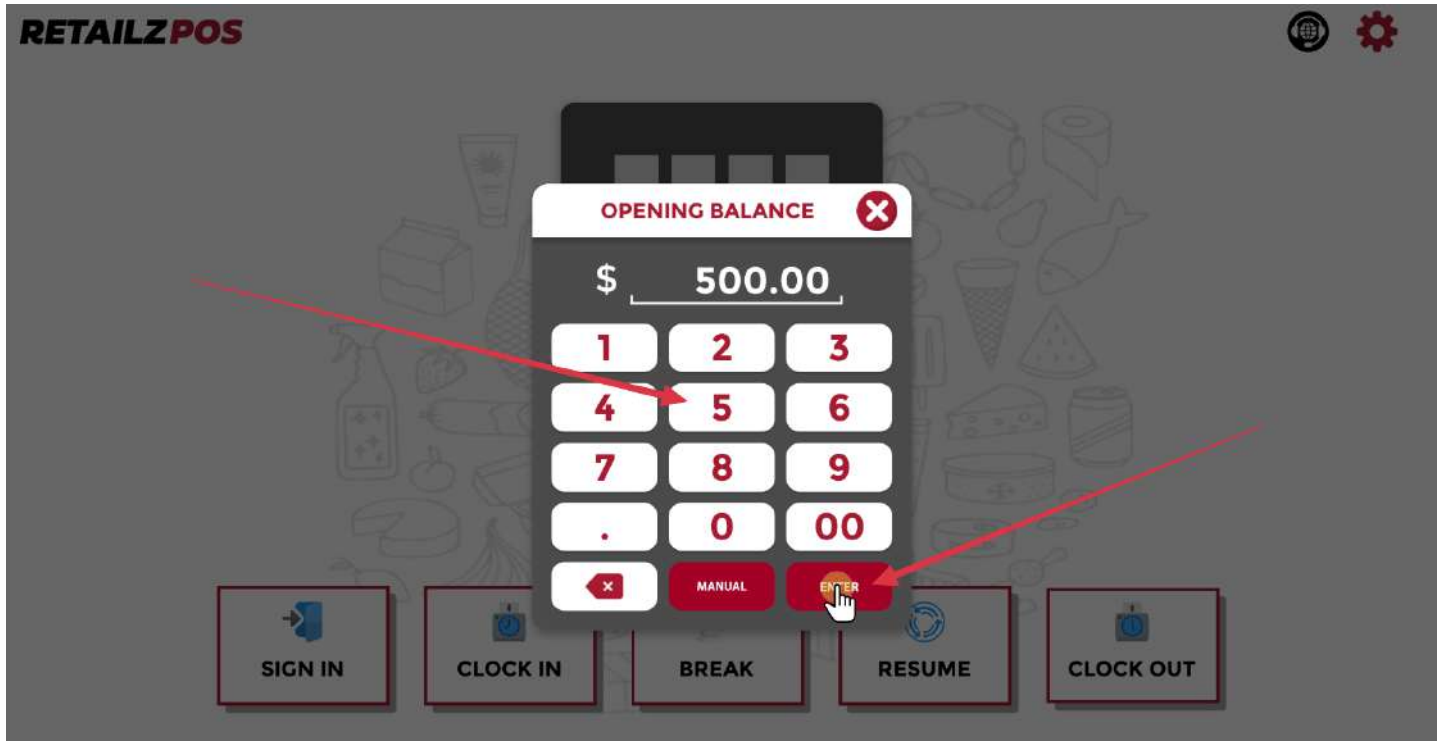
To clock out, tap **Clock Out**

RETAILZPOS



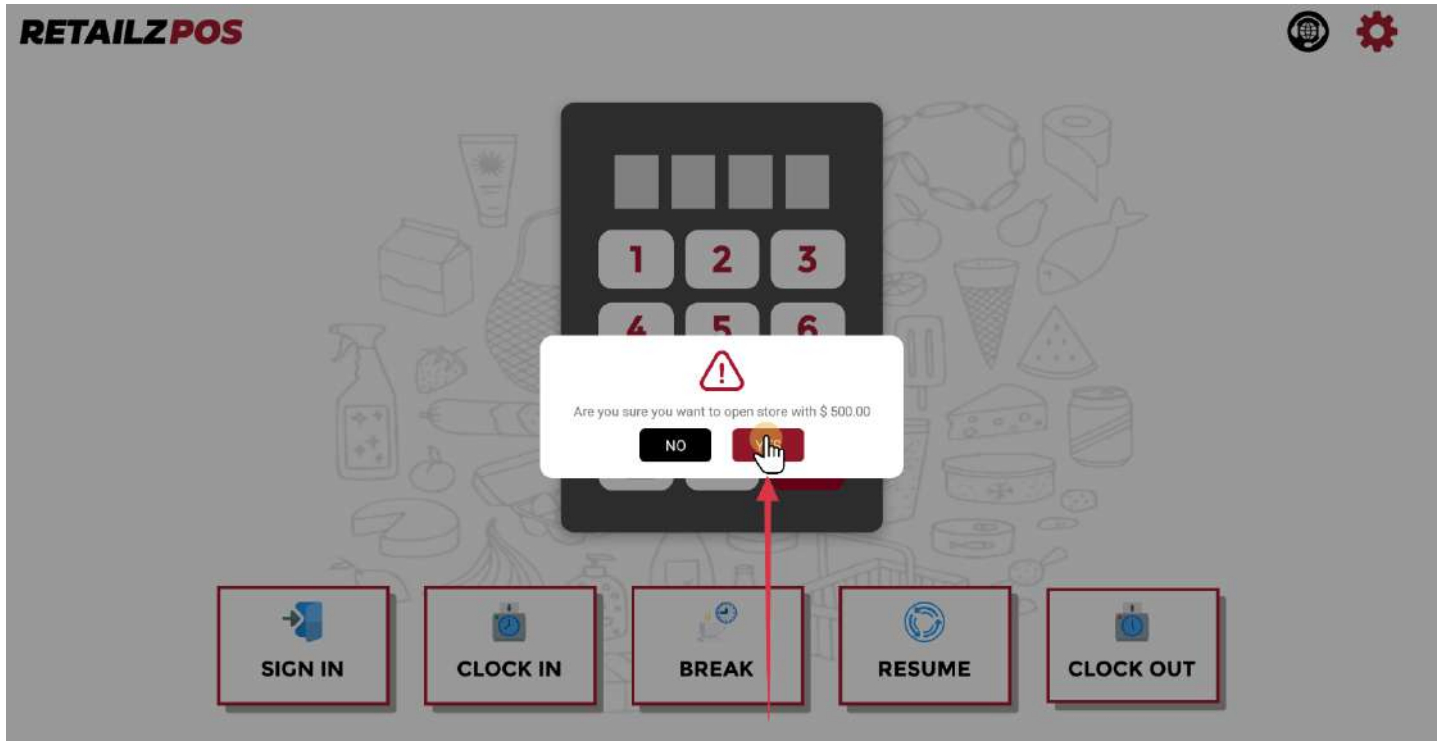
1.2 POS - Opening Balance

After opening shift for the first time, enter your **Opening Cash Balance**



1.2.1 POS - Confirm Opening Balance

Tap **YES** to confirm opening cash balance



2 Cash Register - Access Cash Register

To access your cash register screen, Select **Cash Register**

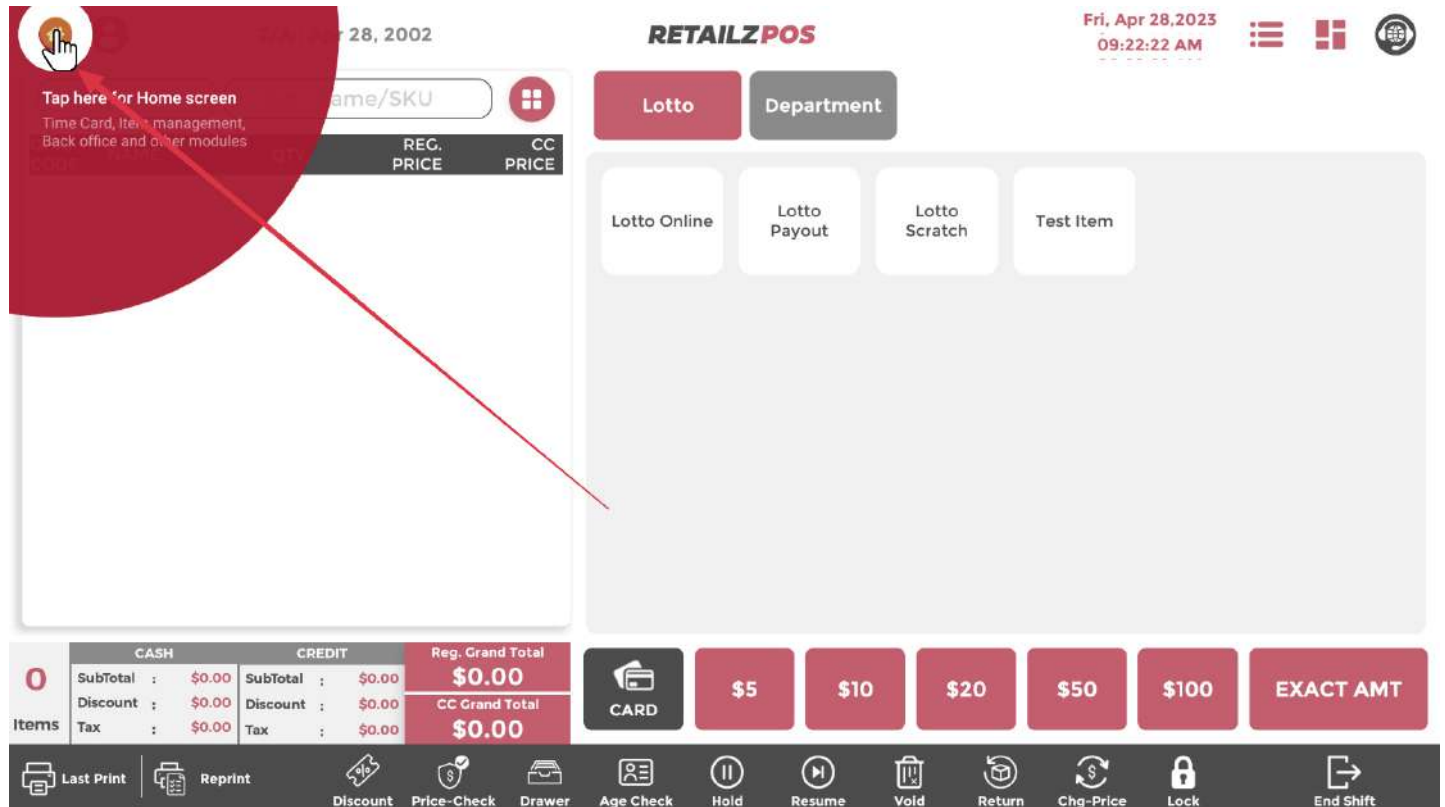
RETAILZPOS

PATELPROCESSING OFFICE



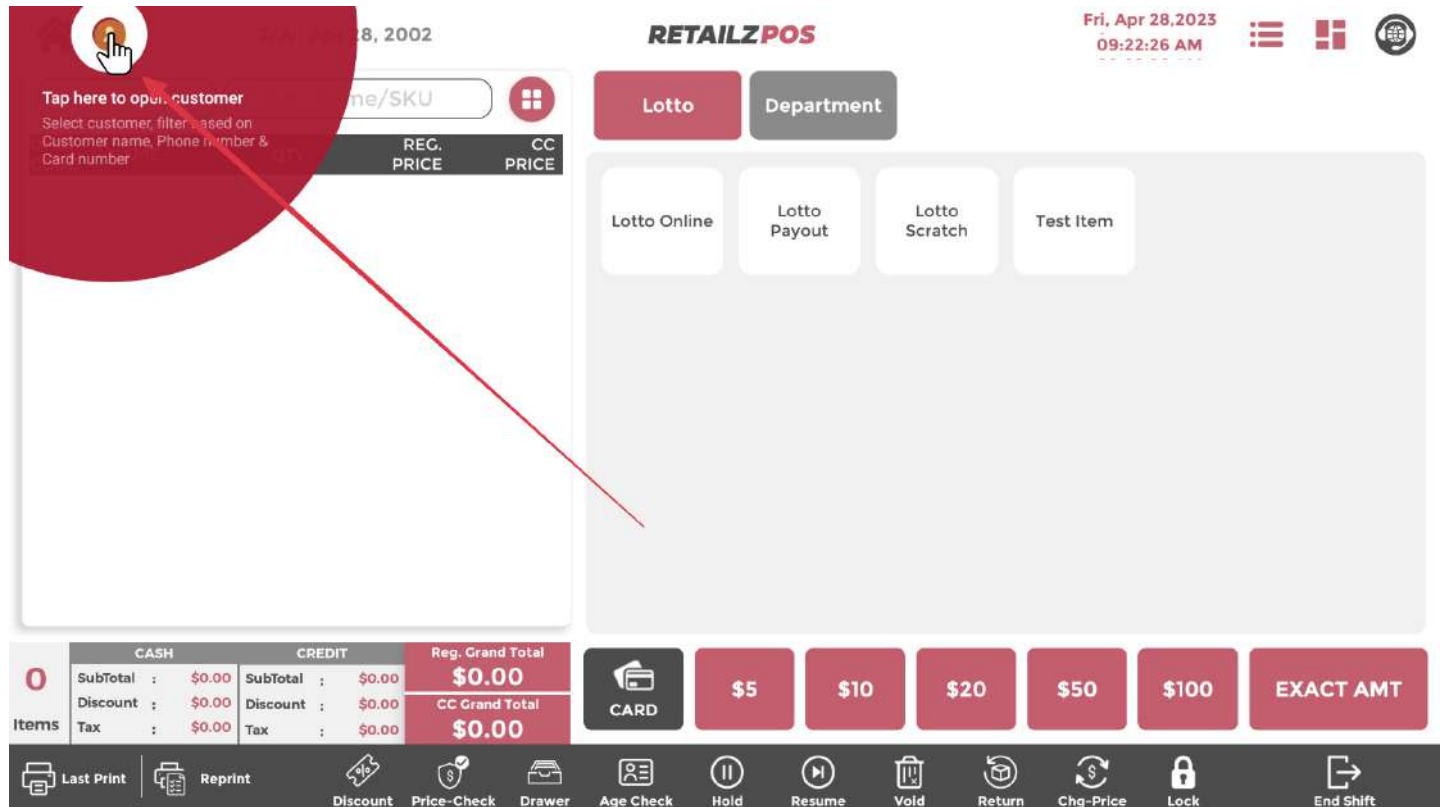
2.1 Cash Register - Return To Home Screen

To return to the main menu screen from your cash register screen, click the **Home** button



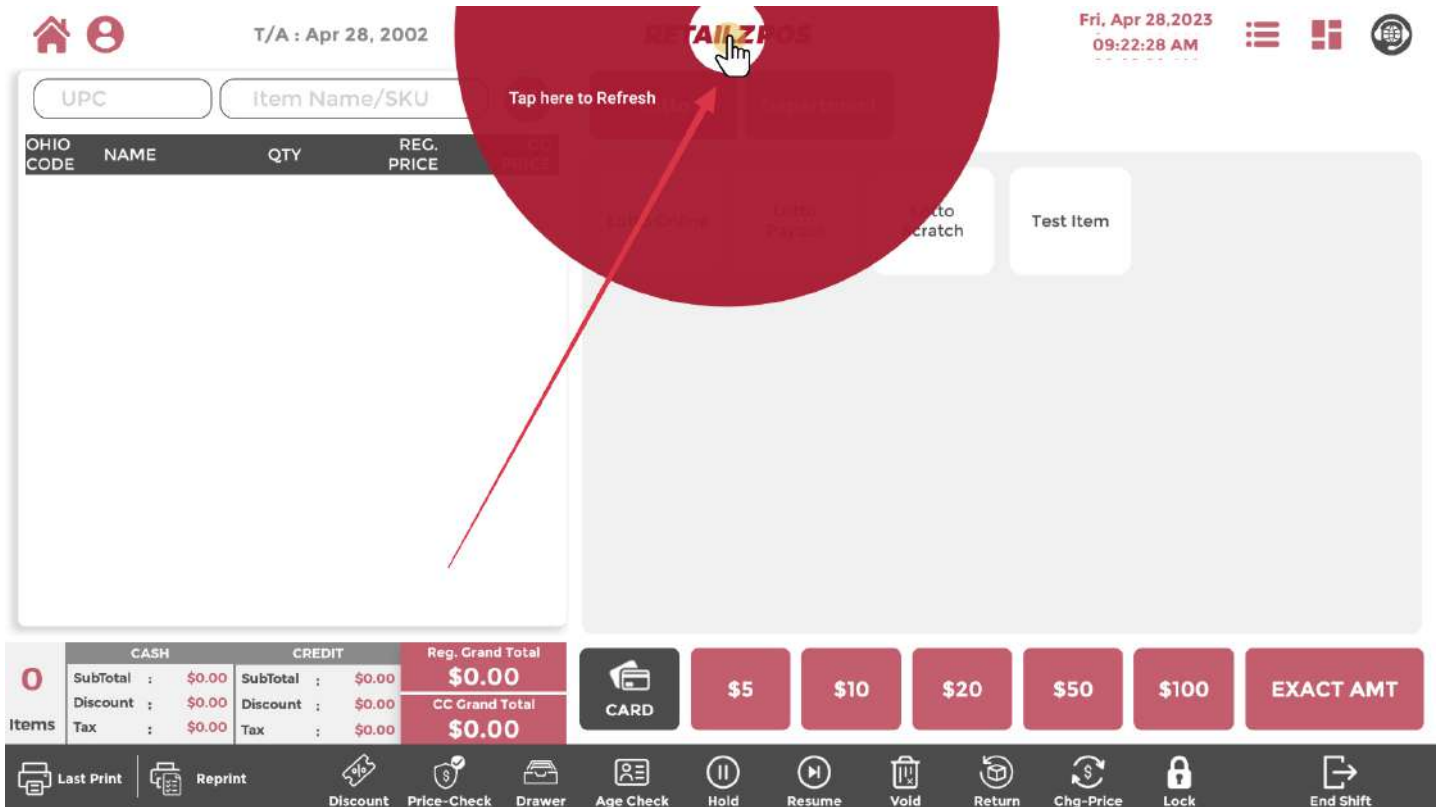
2.2 Cash Register - Customer

Click the customer button to access your store **Customer** list



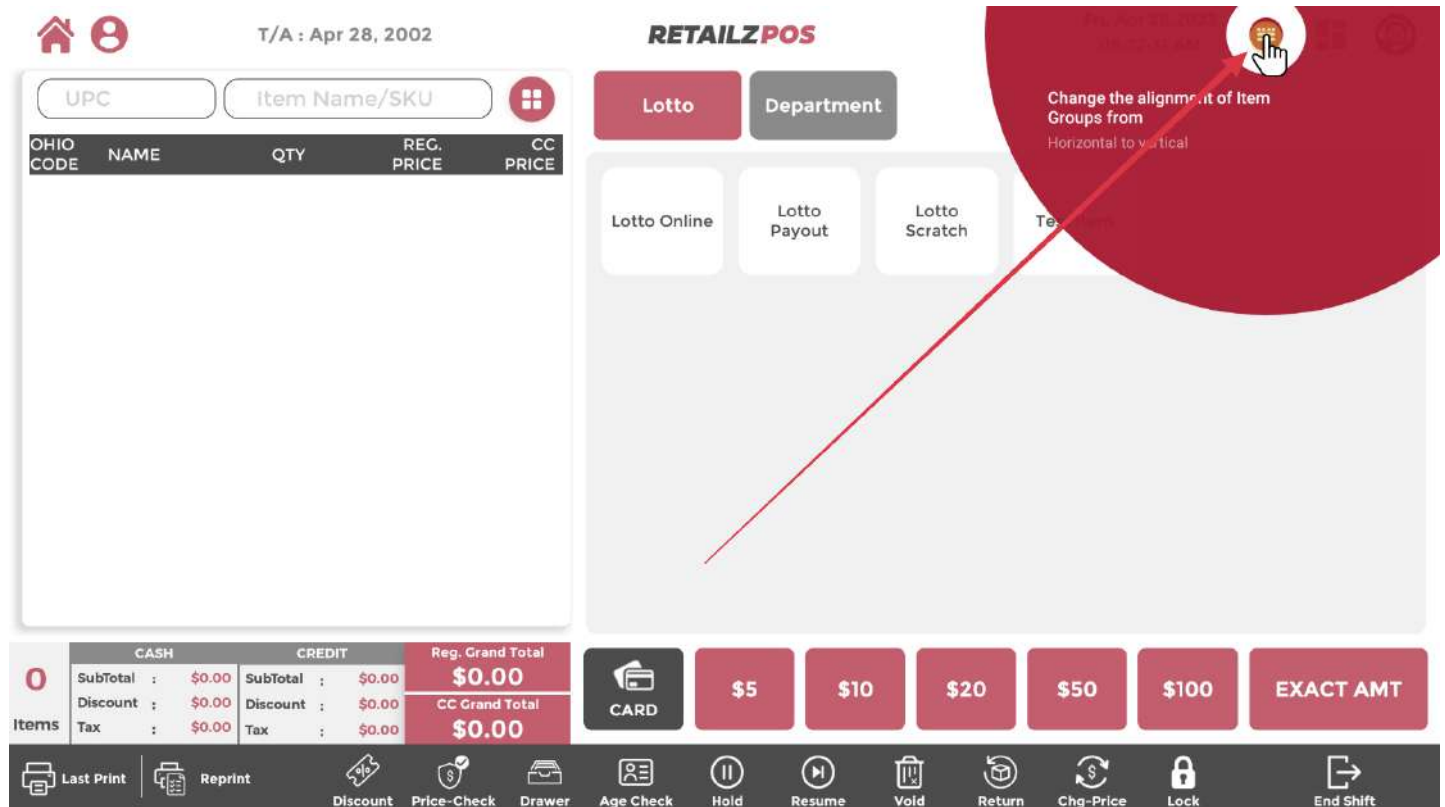
2.3 Cash Register - Refresh Register Screen

To refresh the cash register screen, tap the **RetailzPOS** logo



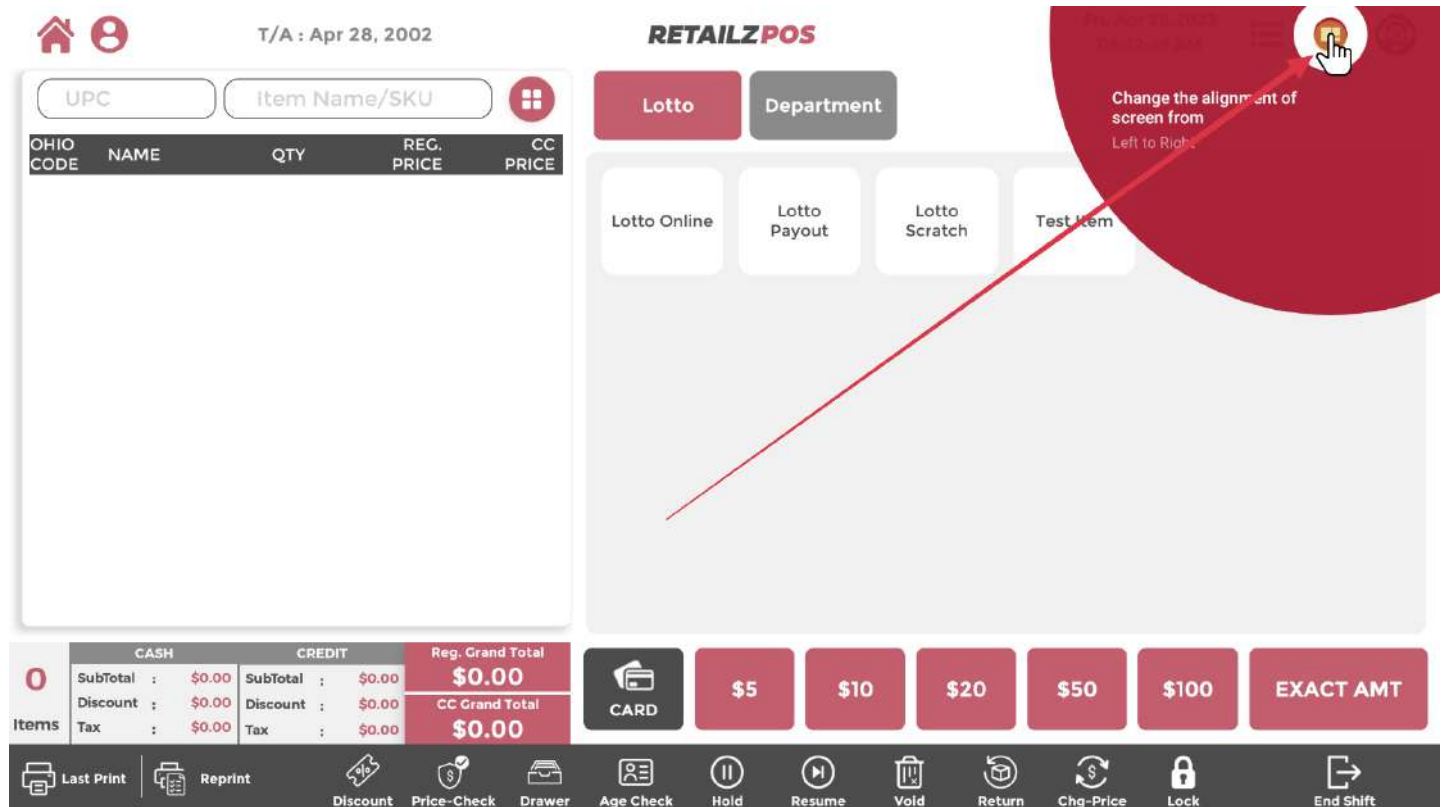
2.4 Cash Register - Item Group Alignment

To change your item group alignment, tap the **item group alignment** button



2.4.1 Cash Register - Screen Alignment

To change your register screen alignment, tap the **register alignment** button



2.5 Cash Register - Tech Support Help

To request tech support help, tap the RetailzPOS **support** icon



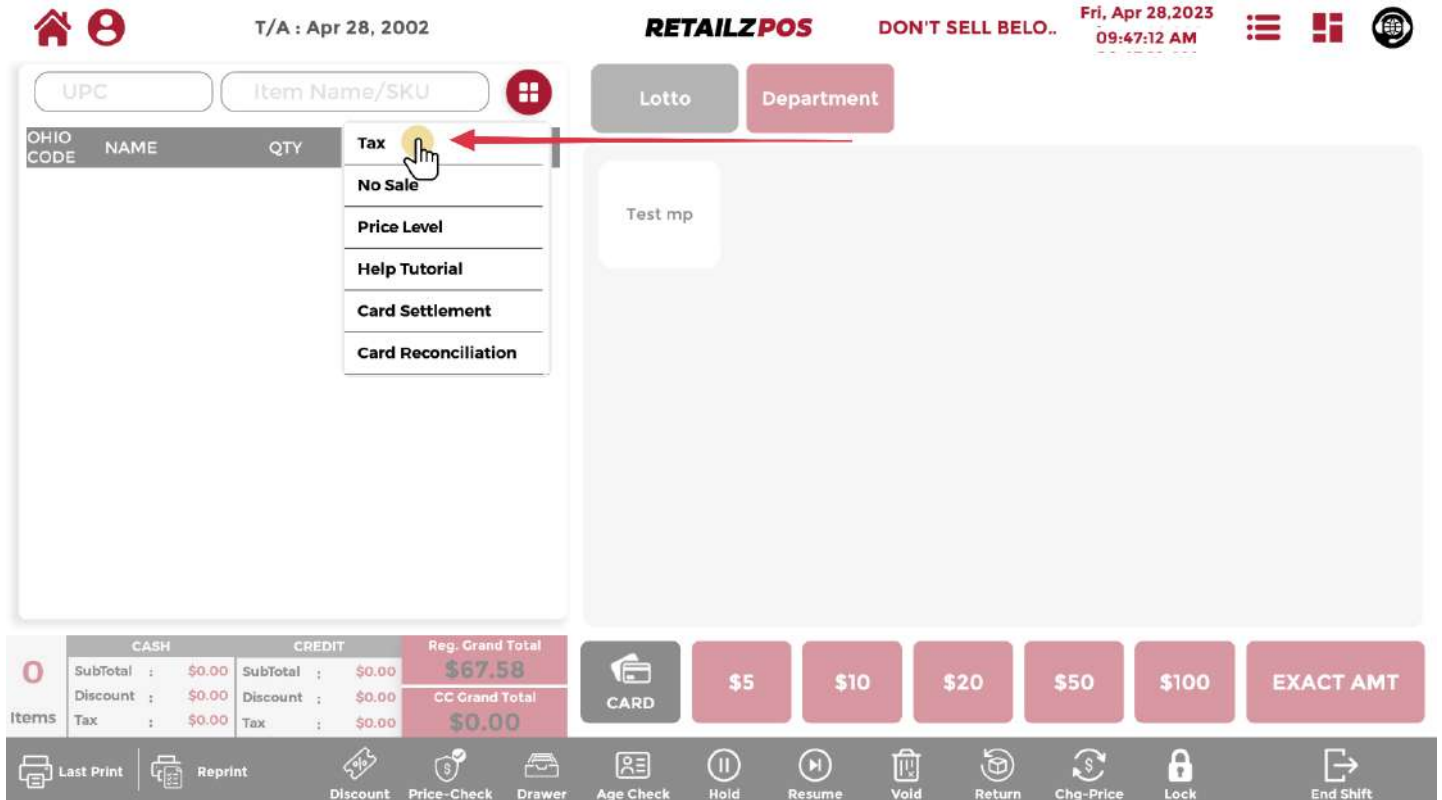
2.6 Cash Register - Quick Function

To access your register quick functions, click the **Quick Functions** button



2.6.1 Cash Register - Quick Function Tax

To choose a specific tax for a transaction, tap **Tax**



2.6.2 Cash Register - No Sale

To automatically open up your cash drawer without the key, tap **No Sale**

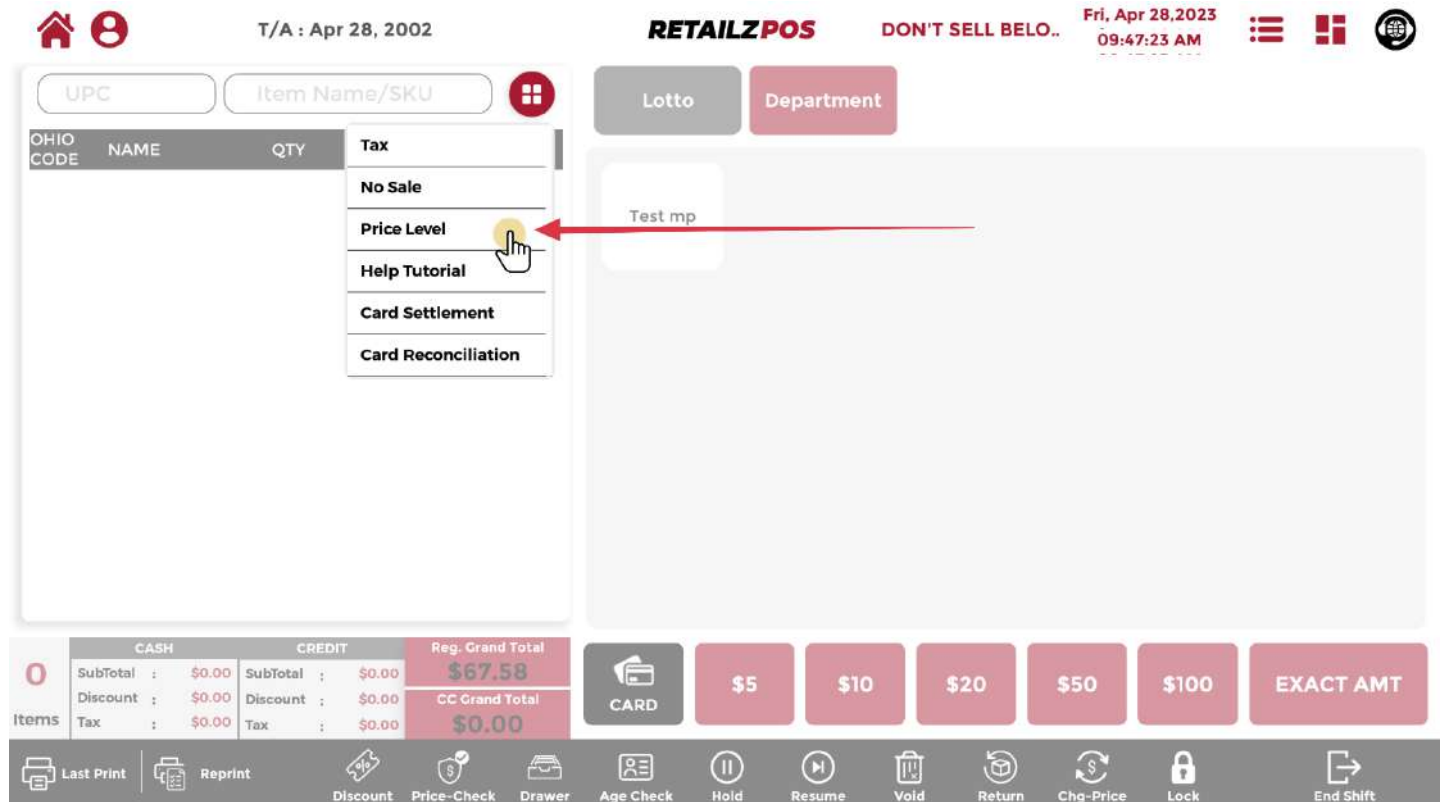
The screenshot displays the RetailzPOS Register interface. At the top, the date is 'T/A : Apr 28, 2002' and the time is 'Fri, Apr 28, 2023 09:47:20 AM'. The interface includes a header with 'RETAILZPOS' and 'DON'T SELL BELOW..'. Below the header, there are input fields for 'UPC' and 'Item Name/SKU', and buttons for 'Lotto' and 'Department'. A menu is open, showing options: 'Tax', 'No Sale', 'Price Level', 'Help Tutorial', 'Card Settlement', and 'Card Reconciliation'. A red arrow points to the 'No Sale' option. The bottom section shows a summary table with 'CASH' and 'CREDIT' columns, and a 'Reg. Grand Total' of '\$67.58'. Below this, there are buttons for 'CARD', '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'. The bottom bar contains various icons for 'Last Print', 'Reprint', 'Discount', 'Price-Check', 'Drawer', 'Age Check', 'Hold', 'Resume', 'Void', 'Return', 'Chg-Price', 'Lock', and 'End Shift'.

OHIO CODE	NAME	QTY	Tax
			No Sale
			Price Level
			Help Tutorial
			Card Settlement
			Card Reconciliation

CASH		CREDIT		Reg. Grand Total
SubTotal	: \$0.00	SubTotal	: \$0.00	\$67.58
Discount	: \$0.00	Discount	: \$0.00	CC Grand Total
Tax	: \$0.00	Tax	: \$0.00	\$0.00

2.6.3 Cash Register - Price Level

To set a transaction at a specific price level, tap **Price Level**



2.6.4 Cash Register - Help Tutorial

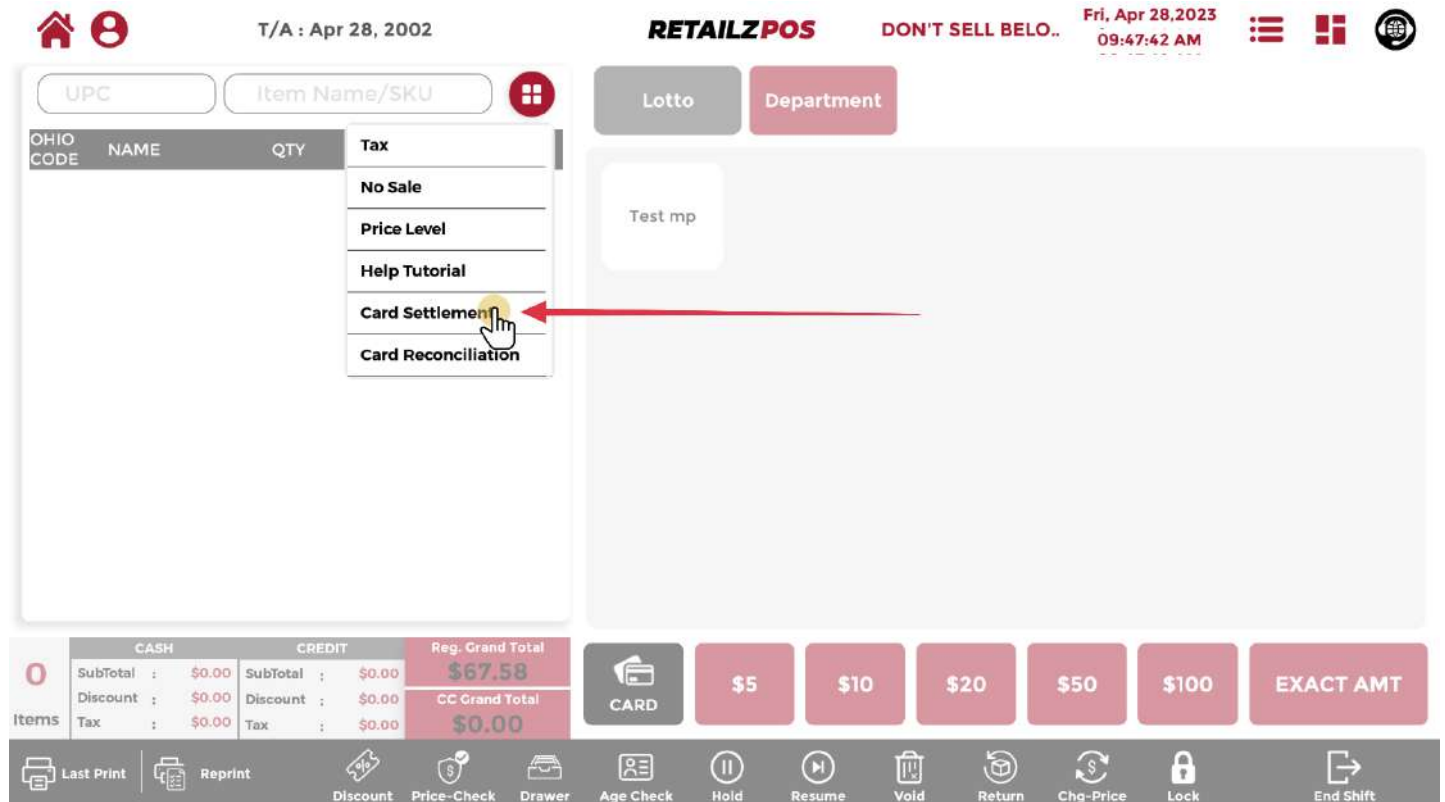
To access the fully interactive help tutorial, tap **Help Tutorial**

The screenshot displays the RetailzPOS Register interface. At the top, there's a header with a home icon, a user icon, the date 'T/A : Apr 28, 2002', the 'RETAILZPOS' logo, a warning 'DON'T SELL BELO..', the date and time 'Fri, Apr 28, 2023 09:47:37 AM', and three menu icons. Below the header, there's a section with input fields for 'UPC' and 'Item Name/SKU', and buttons for 'Lotto' and 'Department'. A red arrow points to the 'Help Tutorial' option in a dropdown menu that also includes 'No Sale', 'Price Level', 'Card Settlement', and 'Card Reconciliation'. The main area shows a 'Test mp' button. At the bottom, there's a summary table for 'CASH' and 'CREDIT' transactions, a 'CARD' button, and a row of buttons for amounts: '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'. The very bottom bar contains various function icons like 'Last Print', 'Reprint', 'Discount', 'Price-Check', 'Drawer', 'Age Check', 'Hold', 'Resume', 'Void', 'Return', 'Chg-Price', 'Lock', and 'End Shift'.

CASH		CREDIT		Reg. Grand Total
SubTotal	: \$0.00	SubTotal	: \$0.00	\$67.58
Discount	: \$0.00	Discount	: \$0.00	CC Grand Total
Tax	: \$0.00	Tax	: \$0.00	\$0.00

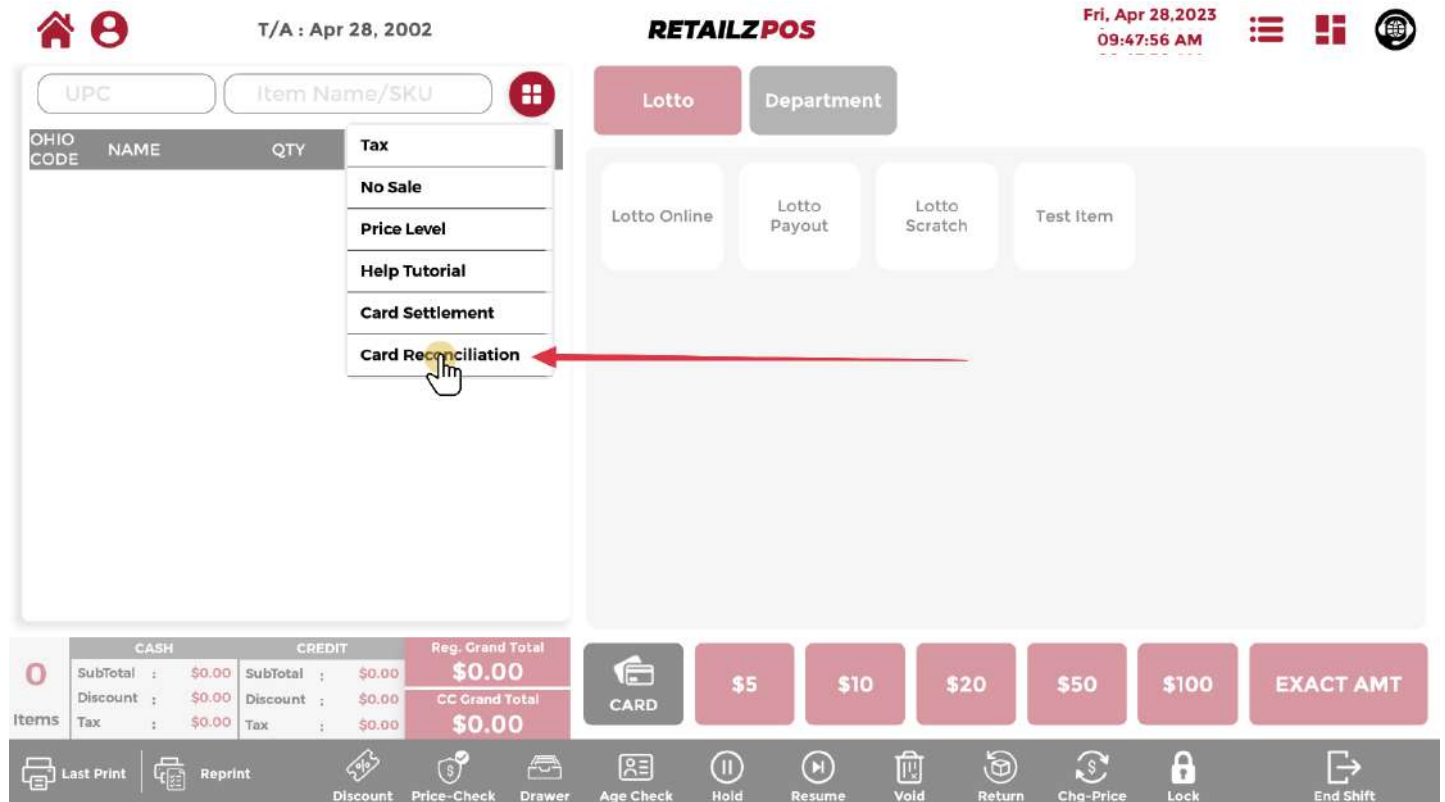
2.6.5 Cash Register - Card Settlement

To make a card settlement, tap **Card Settlement**



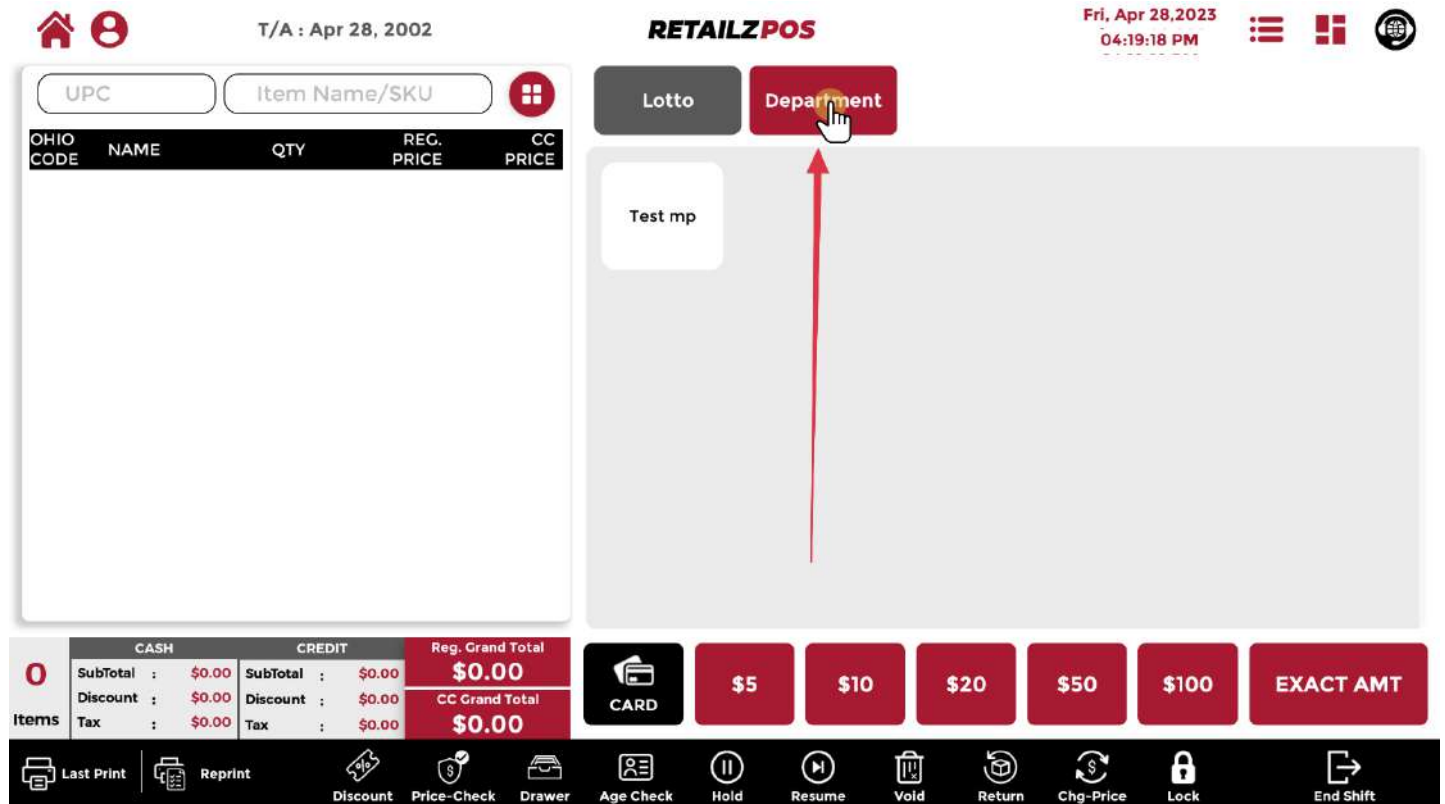
2.6.6 Cash Register - Card Reconciliation

To perform card reconciliation, tap **Card Reconciliation**



2.7 Cash Register - Short Cut Groups

To cycle between shortcut **button groups**, tap your desired group



2.7.1 Cash Register - Short Cut Button

Tap a **Shortcut Button** to quickly add an item to your transaction

The screenshot displays the RetailzPOS Register interface. At the top, the date is 'T/A : Apr 28, 2002' and the time is 'Fri, Apr 28, 2023 04:20:12 PM'. The interface includes a header with 'RETAILZPOS' and 'DON'T SELL BELOW..'. Below the header, there are input fields for 'UPC' and 'Item Name/SKU'. A table shows the current transaction items:

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10	\$10.40
			TAX	TAX

Below the table, a 'Your ID is verified' message is displayed. To the right of the table, there are buttons for 'Lotto' and 'Department'. A red arrow points to a 'Test mp' shortcut button on the right side of the screen. At the bottom, there is a summary section with 'CASH' and 'CREDIT' totals, and a 'Reg. Grand Total' of \$10.81. Below this, there are buttons for 'CARD', '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'. The bottom bar contains various icons for 'Last Print', 'Reprint', 'Discount', 'Price-Check', 'Drawer', 'Age Check', 'Hold', 'Resume', 'Void', 'Return', 'Chg-Price', 'Lock', and 'End Shift'.

2.8 Cash Register - Dual Pricing

Grand total will show your **dual pricing** levels

The screenshot displays the RetailzPOS Register interface. At the top, the date is T/A : Apr 28, 2002, and the time is Fri, Apr 28, 2023 10:30:12 AM. The interface includes a search bar for UPC and Item Name/SKU, and buttons for Lotto and Department. A table lists items with columns for OHIO CODE, NAME, QTY, REG. PRICE, and CC PRICE. The item 'Test mp' is listed with a quantity of 01, a regular price of \$10.10, and a CC price of \$10.40. A red arrow points from the 'Reg. Grand Total' of \$10.81 to the 'CC Grand Total' of \$11.73. Below the table, there is a section for 'Your ID is verified' and a summary of cash and credit transactions. At the bottom, there are buttons for CARD, \$5, \$10, \$20, \$50, \$100, and EXACT AMT.

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10	\$10.40
			TAX	TAX

CASH		CREDIT		Reg. Grand Total
SubTotal	\$10.10	SubTotal	\$10.40	\$10.81
Discount	\$0.00	Discount	\$0.00	
Tax	\$0.71	Tax	\$0.73	\$11.73

1 Items

CARD \$5 \$10 \$20 \$50 \$100 EXACT AMT

2.8.1 Cash Register - Cash Pricing

Cash pricing will show only your cash grand total

The screenshot displays the RetailzPOS Cash Register interface. At the top, the date is set to April 28, 2002. The interface includes a header with the RetailzPOS logo and a warning "DON'T SELL BELOW..". The main area shows a list of items with columns for OHIO CODE, NAME, QTY, REG. PRICE, and CC PRICE. A red arrow points to the "TAX" button in the REG. PRICE column for the item "Test mp". The bottom section shows a summary of the transaction, including a "Your ID is verified" message, a table of cash and credit totals, and a row of buttons for payment methods and amounts.

Item List:

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10 TAX	\$10.40 TAX

Summary:

CASH		CREDIT		Reg. Grand Total
SubTotal	\$10.10	SubTotal	\$10.40	\$10.81
Discount	\$0.00	Discount	\$0.00	
Tax	\$0.71	Tax	\$0.73	\$11.13

Payment Options: CARD, \$5, \$10, \$20, \$50, \$100, EXACT AMT

2.8.1.1 Cash Register - Cash Price

Cash will show your **cash price**

RETAILZPOS DON'T SELL BELOW.. Fri, Apr 28, 2023 10:30:01 AM

UPC Item Name/SKU

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10	\$10.40
			TAX	TAX

Test mp

Your ID is verified

CASH		CREDIT		Reg. Grand Total
SubTotal	\$10.10	SubTotal	\$10.40	\$10.81
Discount	\$0.00	Discount	\$0.00	CC Grand Total
Tax	\$0.71	Tax	\$0.73	\$11.13

CARD \$5 \$10 \$20 \$50 \$100 EXACT AMT

2.8.2 Cash Register - Card Pricing

Card pricing will show only your card grand total

Top Header: T/A : Apr 28, 2002 | **RETAILZPOS** | DON'T SELL BELOW.. | Fri, Apr 28, 2023 10:29:58 AM

Item List:

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10	\$10.40
			TAX	TAX

Bottom Summary:

CASH		CREDIT		Reg. Grand Total
SubTotal	\$10.10	SubTotal	\$10.40	\$10.81
Discount	\$0.00	Discount	\$0.00	
Tax	\$0.71	Tax	\$0.73	
				CC Grand Total
				\$11.13

Payment Buttons: CARD, \$5, \$10, \$20, \$50, \$100, EXACT AMT

2.8.2.1 Cash Register - Card Price

Credit will show your **card price**

The screenshot displays the RetailzPOS Register interface. At the top, the date and time are shown as 'T/A : Apr 28, 2002' and 'Fri, Apr 28, 2023 10:30:04 AM'. The interface includes a header with 'RETAILZPOS' and 'DON'T SELL BELOW..'. Below the header, there are input fields for 'UPC' and 'Item Name/SKU', and buttons for 'Lotto' and 'Department'. A table lists items with columns for 'OHIO CODE', 'NAME', 'QTY', 'REG. PRICE', and 'CC PRICE'. The first item is 'Test mp' with a quantity of '01' and a regular price of '\$10.10'. The credit price is '\$10.40'. A red arrow points from the 'CREDIT' column to the 'CC PRICE' column. Below the table, there is a section for 'Your ID is verified' and a summary table showing 'CASH' and 'CREDIT' totals. The 'CREDIT' total is '\$10.40'. The 'Reg. Grand Total' is '\$10.31'. The 'CC Grand Total' is '\$11.13'. At the bottom, there are buttons for 'CARD', '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'.

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10	\$10.40

CASH		CREDIT		Reg. Grand Total
SubTotal	\$10.10	SubTotal	\$10.40	\$10.31
Discount	\$0.00	Discount	\$0.00	
Tax	\$0.71	Tax	\$0.73	\$11.13

2.9 Cash Register - Item Quantity In Transaction




T/A : Apr 28, 2002

RETAILZPOS
DON'T SELL BELOW..
Fri, Apr 28, 2023
10:27:31 AM





OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	- 01 +	\$10.10	\$10.40
			TAX	TAX




Lotto

Department

Test mp

Your ID is verified

1		CASH SubTotal : \$10.10 Discount : \$0.00 Tax : \$0.71	CREDIT SubTotal : \$10.40 Discount : \$0.00 Tax : \$0.73	Reg. Grand Total \$10.81 CC Grand Total \$11.13
----------	--	--	--	--

CARD

\$5

\$10

\$20

\$50

\$100

EXACT AMT

 Last Print
 Reprint

 Discount
 Price-Check
 Drawer
 Age Check
 Hold
 Resume
 Void
 Return
 Chg-Price
 Lock
 End Shift

2.9.1 Cash Register - Add Item Quantity

Tap the **plus** next to the item quantity to add more quantity

The screenshot displays the RetailzPOS interface. At the top, there's a header with a home icon, a user icon, the date 'T/A : Apr 28, 2002', the 'RETAILZPOS' logo, a warning 'DON'T SELL BELOW..', the date 'Fri, Apr 28, 2023', and the time '10:25:31 AM'. Below the header, there are input fields for 'UPC' and 'Item Name/SKU'. A table lists items with columns: OHIO CODE, NAME, QTY, REG. PRICE, and CC PRICE. The first item is 'Test mp' with OHIO CODE '12', QTY '01', REG. PRICE '\$10.10', and CC PRICE '\$10.40'. A red arrow points to the plus icon next to the quantity '01'. To the right of the table, there are buttons for 'Lotto' and 'Department'. Below the table, there's a section for 'Your ID is verified' and a table showing 'CASH' and 'CREDIT' transactions. The 'CASH' table has columns for SubTotal, Discount, and Tax. The 'CREDIT' table has columns for SubTotal, Discount, and Tax. The 'Reg. Grand Total' is '\$10.81' and the 'CC Grand Total' is '\$11.13'. At the bottom, there are buttons for 'CARD', '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'. The very bottom bar contains icons for 'Last Print', 'Reprint', 'Discount', 'Price-Check', 'Drawer', 'Age Check', 'Hold', 'Resume', 'Void', 'Return', 'Chg-Price', 'Lock', and 'End Shift'.

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10 TAX	\$10.40 TAX

CASH		CREDIT		Reg. Grand Total
SubTotal	\$10.10	SubTotal	\$10.40	\$10.81
Discount	\$0.00	Discount	\$0.00	
Tax	\$0.71	Tax	\$0.73	
				CC Grand Total
				\$11.13

2.9.2 Cash Register - Reduce Item Quantity

Tap the **minus** next to the item quantity to reduce item quantity

RETAILZPOS DON'T SELL BELOW.. Fri, Apr 28, 2023 10:25:34 AM

T/A : Apr 28, 2002

UPC Item Name/SKU

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	02 +	\$20.20 TAX	\$20.81 TAX

Test mp

Your ID is verified

CASH		CREDIT		Reg. Grand Total
SubTotal	: \$20.20	SubTotal	: \$20.81	\$21.61
Discount	: \$0.00	Discount	: \$0.00	
Tax	: \$1.41	Tax	: \$1.46	
				CC Grand Total
				\$22.27

2 Items

CARD \$5 \$10 \$20 \$50 \$100 EXACT AMT

Last Print Reprint Discount Price-Check Drawer Age Check Hold Resume Void Return Chg-Price Lock End Shift

2.9.3 Cash Register - Delete Item From Transaction

Tap the garbage icon to **delete** the item from the transaction

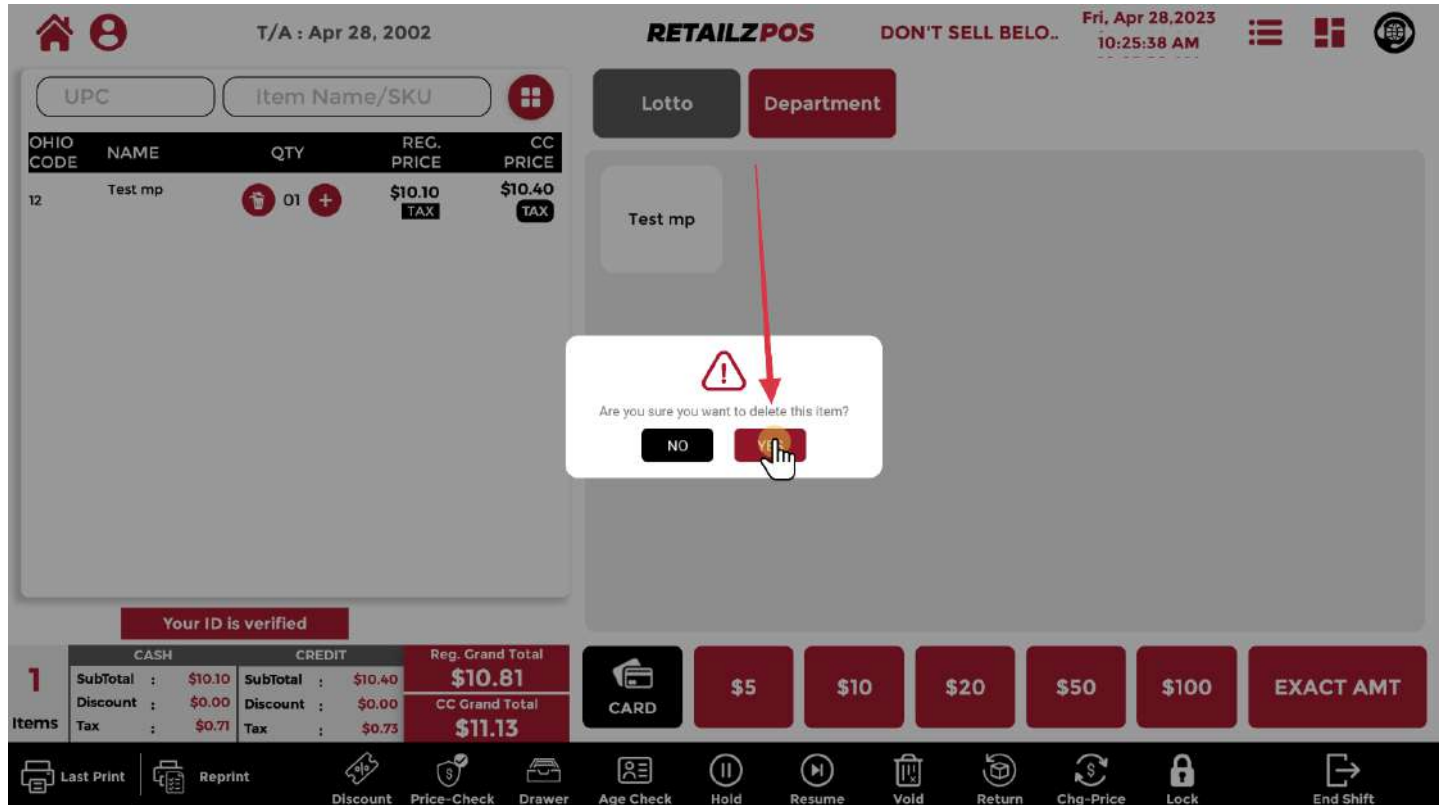
The screenshot displays the RetailzPOS Cash Register interface. At the top, there's a header with a home icon, a user icon, the date 'T/A : Apr 28, 2002', the 'RETAILZPOS' logo, a 'DON'T SELL BELOW..' warning, the date and time 'Fri, Apr 28, 2023 10:25:36 AM', and menu icons. Below the header, there are input fields for 'UPC' and 'Item Name/SKU', and buttons for 'Lotto' and 'Department'. The main area shows a list of items with columns: OHIO CODE, NAME, QTY, REG. PRICE, and CC PRICE. The first item is 'Test mp' with OHIO CODE '12', QTY '01', REG. PRICE '\$10.10 TAX', and CC PRICE '\$10.40 TAX'. A red arrow points to a garbage icon (a trash can) next to the item's quantity, indicating how to delete it. To the right of the item list is a large grey area with the text 'Test mp'. At the bottom, there's a section for 'Your ID is verified' and a table showing transaction totals. The table has columns for CASH, CREDIT, and Reg. Grand Total. The CASH column shows SubTotal: \$10.10, Discount: \$0.00, and Tax: \$0.71. The CREDIT column shows SubTotal: \$10.40, Discount: \$0.00, and Tax: \$0.73. The Reg. Grand Total is \$10.81, and the CC Grand Total is \$11.13. Below the table are buttons for 'CARD', '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'. At the very bottom, there's a row of icons for various functions: Last Print, Reprint, Discount, Price-Check, Drawer, Age Check, Hold, Resume, Void, Return, Chg-Price, Lock, and End Shift.

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	01	\$10.10 TAX	\$10.40 TAX

	CASH	CREDIT	Reg. Grand Total
SubTotal :	\$10.10	\$10.40	\$10.81
Discount :	\$0.00	\$0.00	
Tax :	\$0.71	\$0.73	\$11.13

2.9.4 Cash Register - Confirm Item Deletion From Transaction

Tap **confirm** to delete this item from the transaction



2.10 Cash Register - Payment

Tap **Grand Total** to make a customer payment

The screenshot displays the RetailzPOS Register interface. At the top, there's a header with a home icon, a user icon, the date 'T/A : Apr 28, 2002', the logo 'RETAILZPOS', the slogan 'DON'T SELL BELOW..', the date and time 'Fri, Apr 28, 2023 09:39:10 AM', and three menu icons. Below the header, there's a section with 'UPC' and 'Item Name/SKU' input fields, a 'Lotto' button, and a 'Department' button. The main area shows a list of items with columns: OHIO CODE, NAME, QTY, REG. PRICE, and CC PRICE. One item is listed: 'Test mp' with quantity '03', a regular price of '\$30.30', and a CC price of '\$31.21'. A red arrow points from the 'Reg. Grand Total' button in the bottom right to the 'Grand Total' button in the bottom left. The bottom left section shows a 'Your ID is verified' message and a table with cash and credit transactions. The bottom right section shows a row of buttons for payment amounts: '\$5', '\$10', '\$20', '\$50', '\$100', and 'EXACT AMT'. The bottom of the screen features a row of icons for various functions: Last Print, Reprint, Discount, Price-Check, Drawer, Age Check, Hold, Resume, Void, Return, Chg-Price, Lock, and End Shift.

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	03	\$30.30	\$31.21

CASH		CREDIT		Reg. Grand Total	
SubTotal	: \$30.30	SubTotal	: \$31.21	\$32.42	
Discount	: \$0.00	Discount	: \$0.00	CC Grand Total	
Tax	: \$2.12	Tax	: \$2.18	\$33.9	

2.10.1 Cash Register - Select Amount \$

Tap the **amount** to pay for the transaction

Header: T/A : Apr 28, 2002 | **RETAILZPOS** | DON'T SELL BELOW.. | Fri, Apr 28, 2023 09:39:19 AM

Item Selection: UPC, Item Name/SKU

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
12	Test mp	03	\$30.30	\$31.21
			TAX	TAX

Payment Method Selection:

METHOD	AMT (\$)
\$1	
\$2	
\$5	
\$10	
\$15	
\$20	
\$50	
\$100	

Payment Options: EXACT (\$32.42) | NEXT (\$33.00) | CANCEL TRANSACTION

Transaction Summary:

CASH		CREDIT		Reg. Grand Total
SubTotal	\$30.30	SubTotal	\$31.21	\$32.42
Discount	\$0.00	Discount	\$0.00	
Tax	\$2.12	Tax	\$2.18	\$33.39

Final Totals: Remaining Amount \$ 32.42 | Paid Amount \$ 0.0 | **TOTAL AMOUNT \$ 32.42**

Bottom Bar: Last Print, Reprint, Discount, Price-Check, Drawer, Age Check, Hold, Resume, Void, Return, Chg-Price, Lock, End Shift

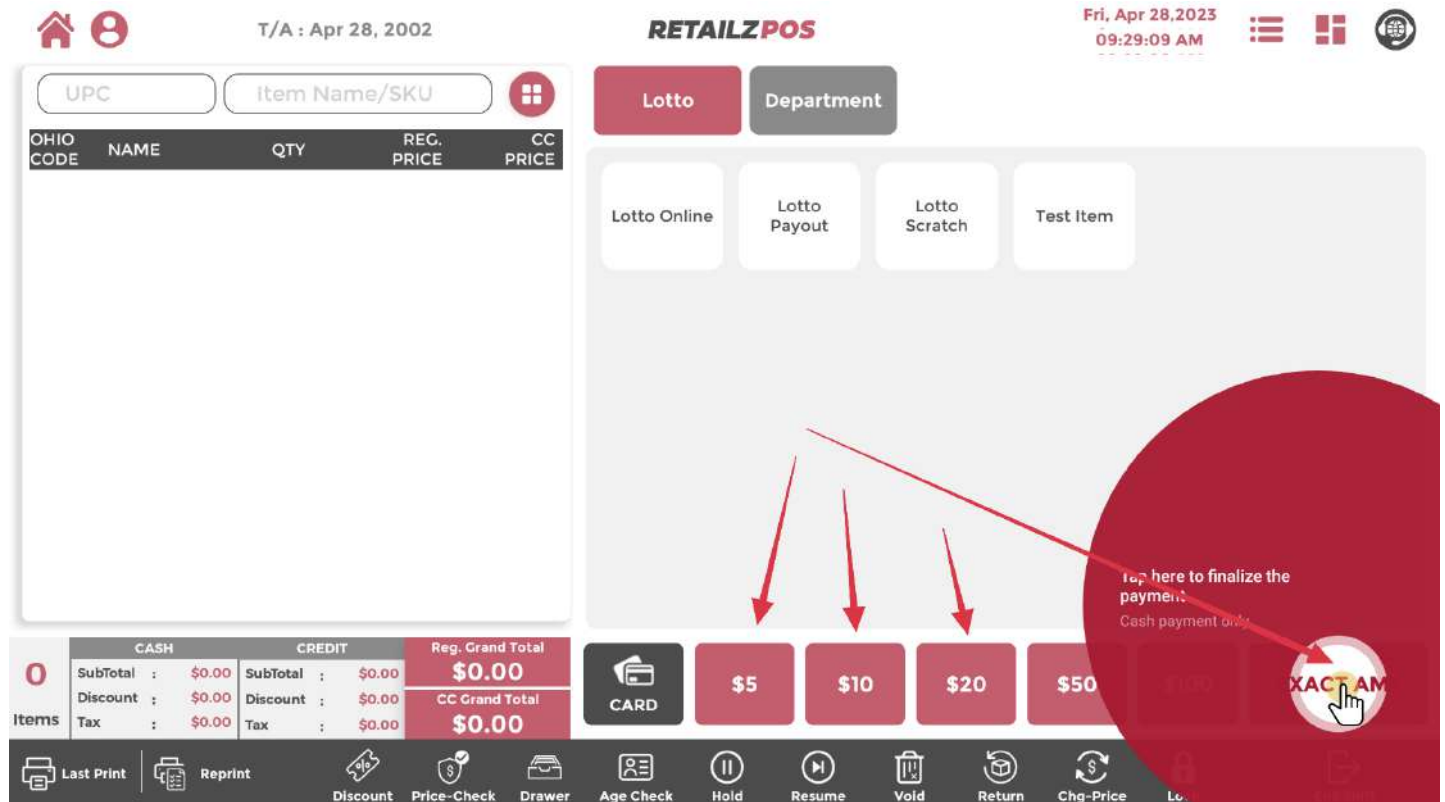
2.10.2 Cash Register - Pay With Card

To pay with card, tap **Card**



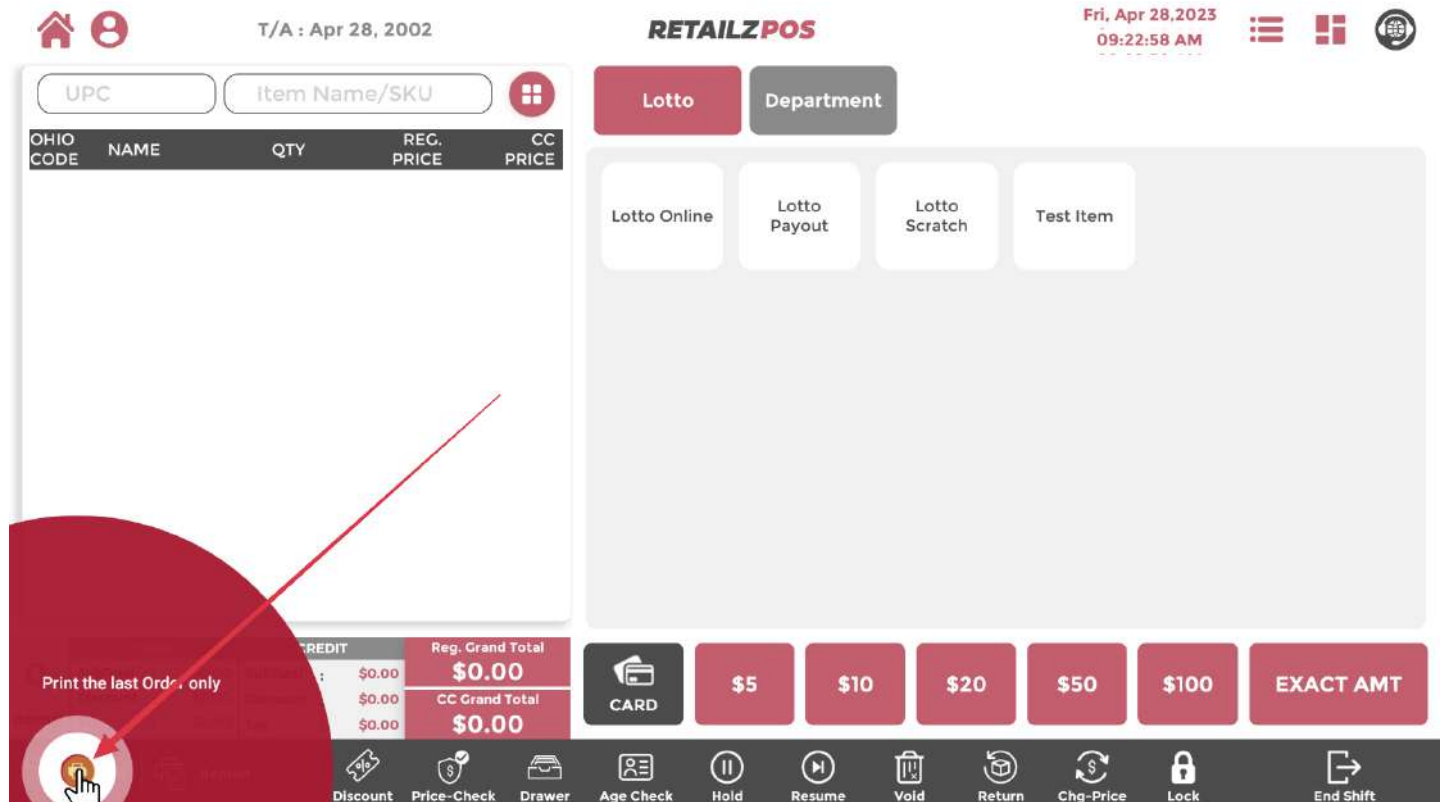
2.10.3 Cash Register - Pay With Cash

To pay with cash, tap any **fast cash button** or **EXACT AMT**



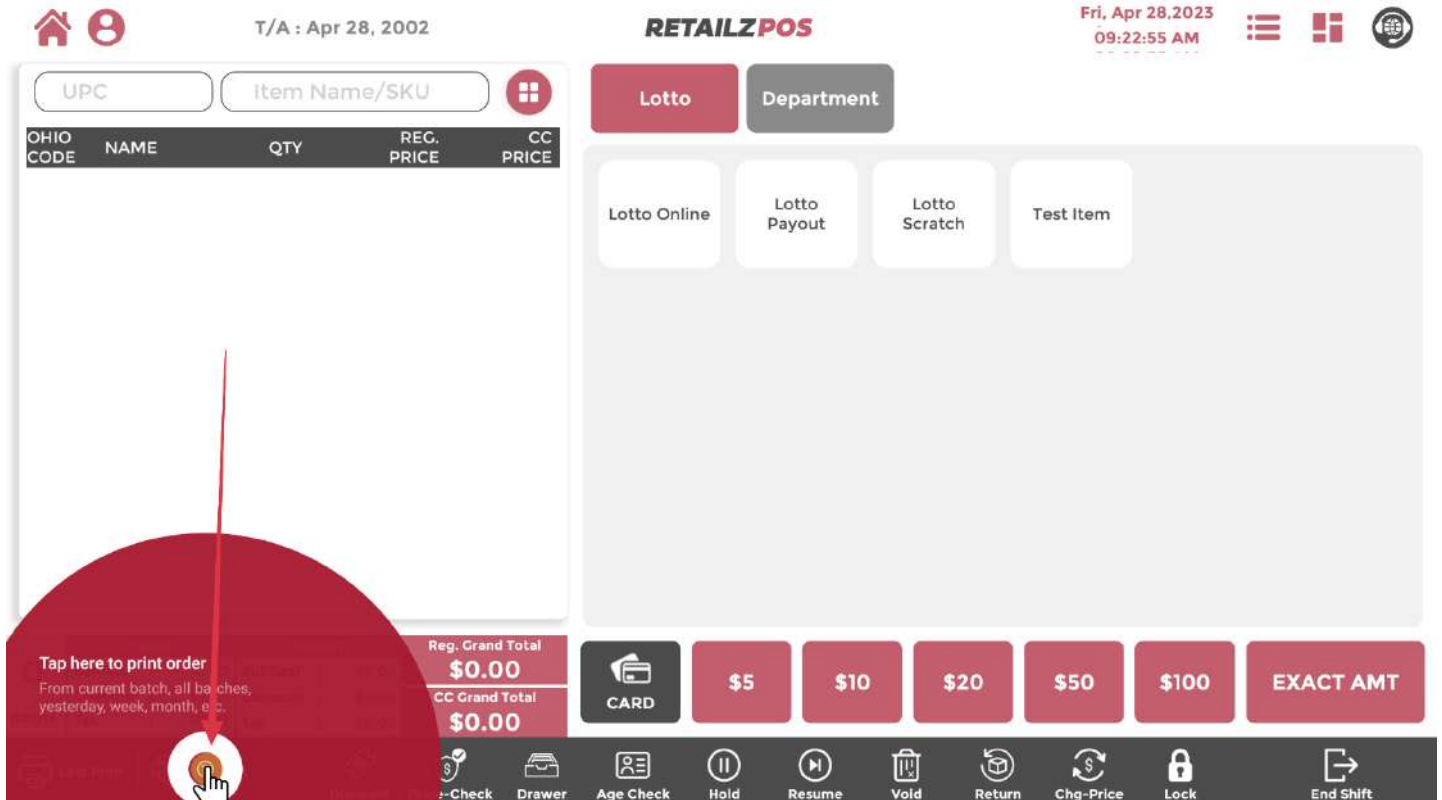
2.11 Cash Register - Print Last Receipt

To print last receipt, tap **Print Last**



2.11.1 Cash Register - Reprint Receipts

To reprint a past receipt, tap **Reprint**



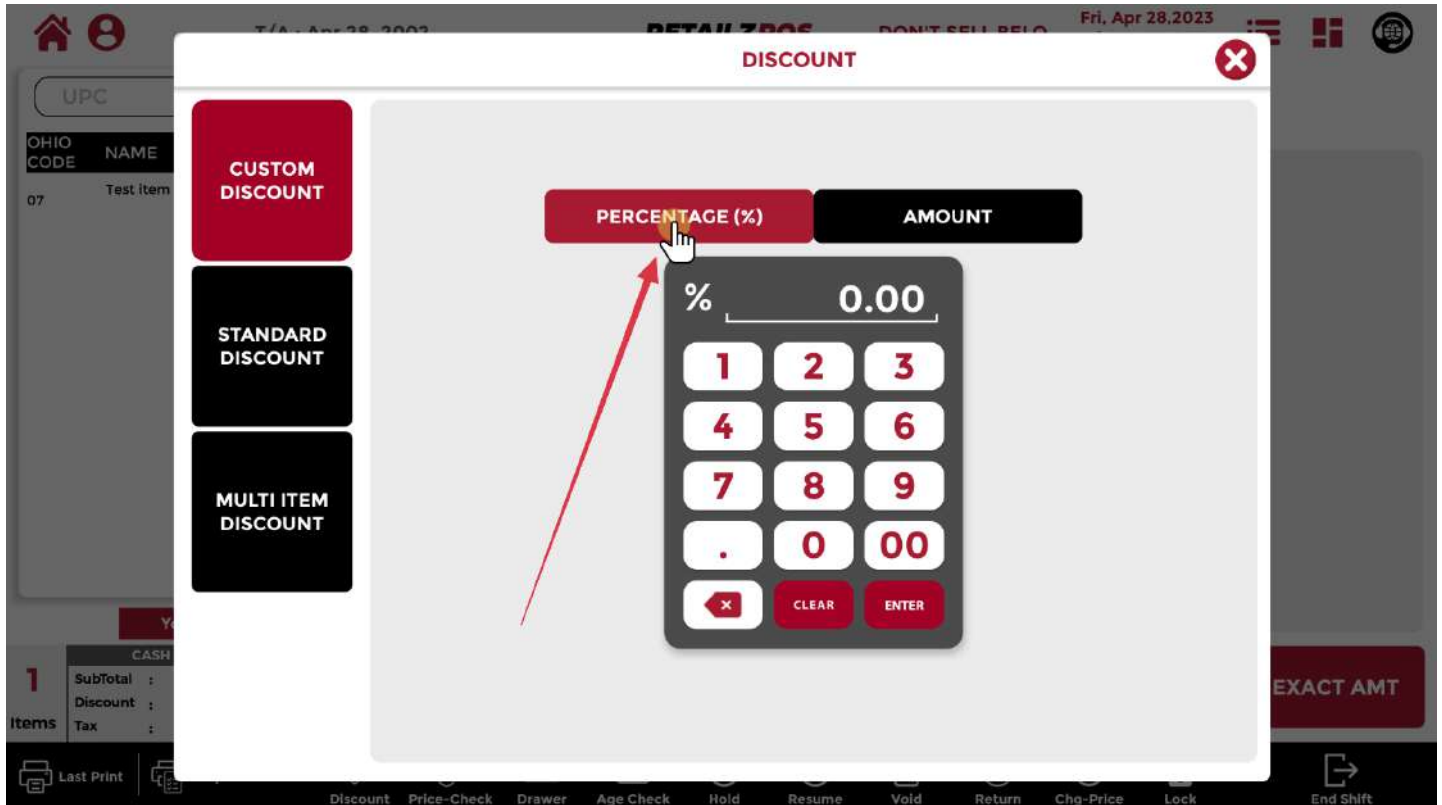
2.12 Cash Register - Apply Discounts

To apply a discount to your transaction, tap **Discounts**



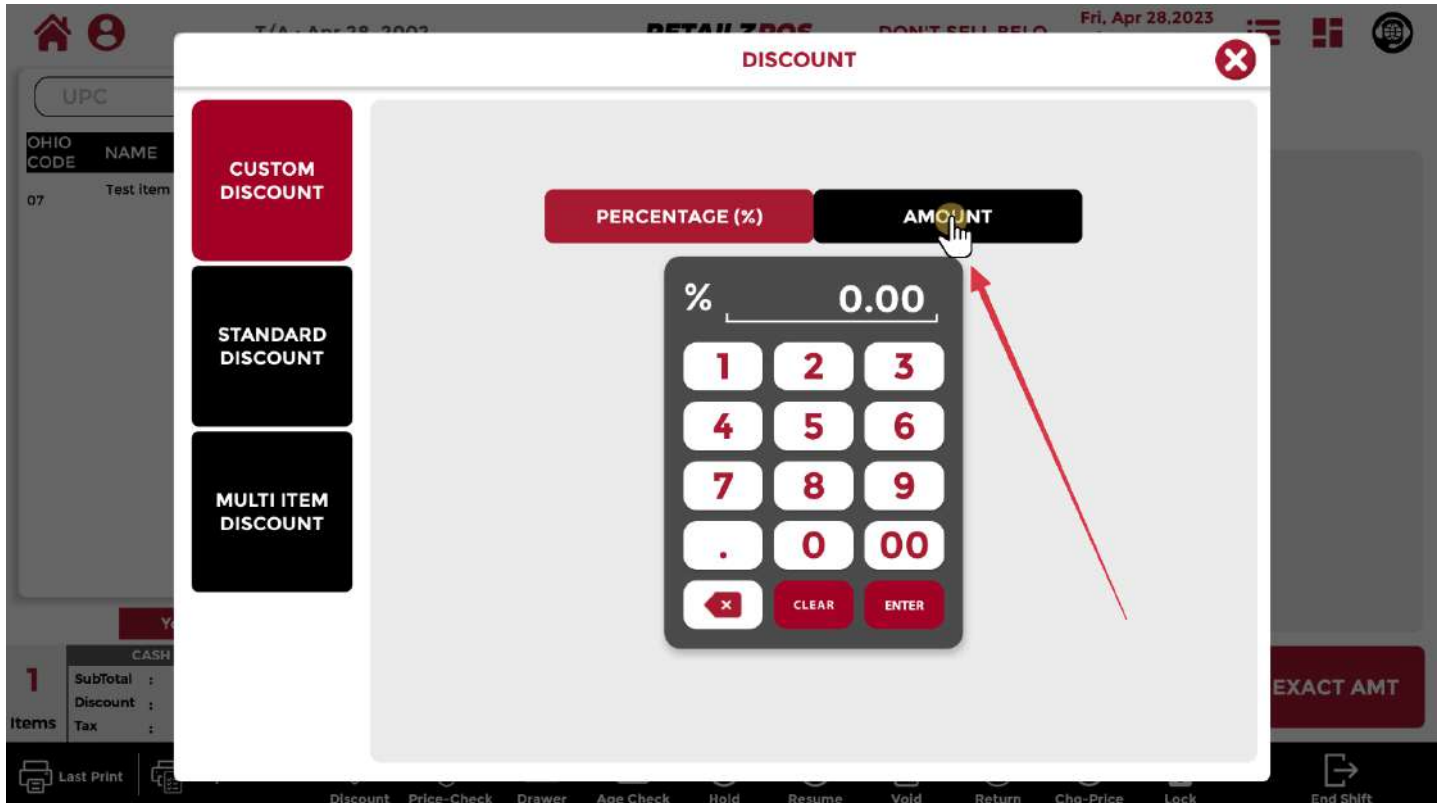
2.12.1 Cash Register - Custom Discount Percentage

Tap your custom discount amount by **percentage**



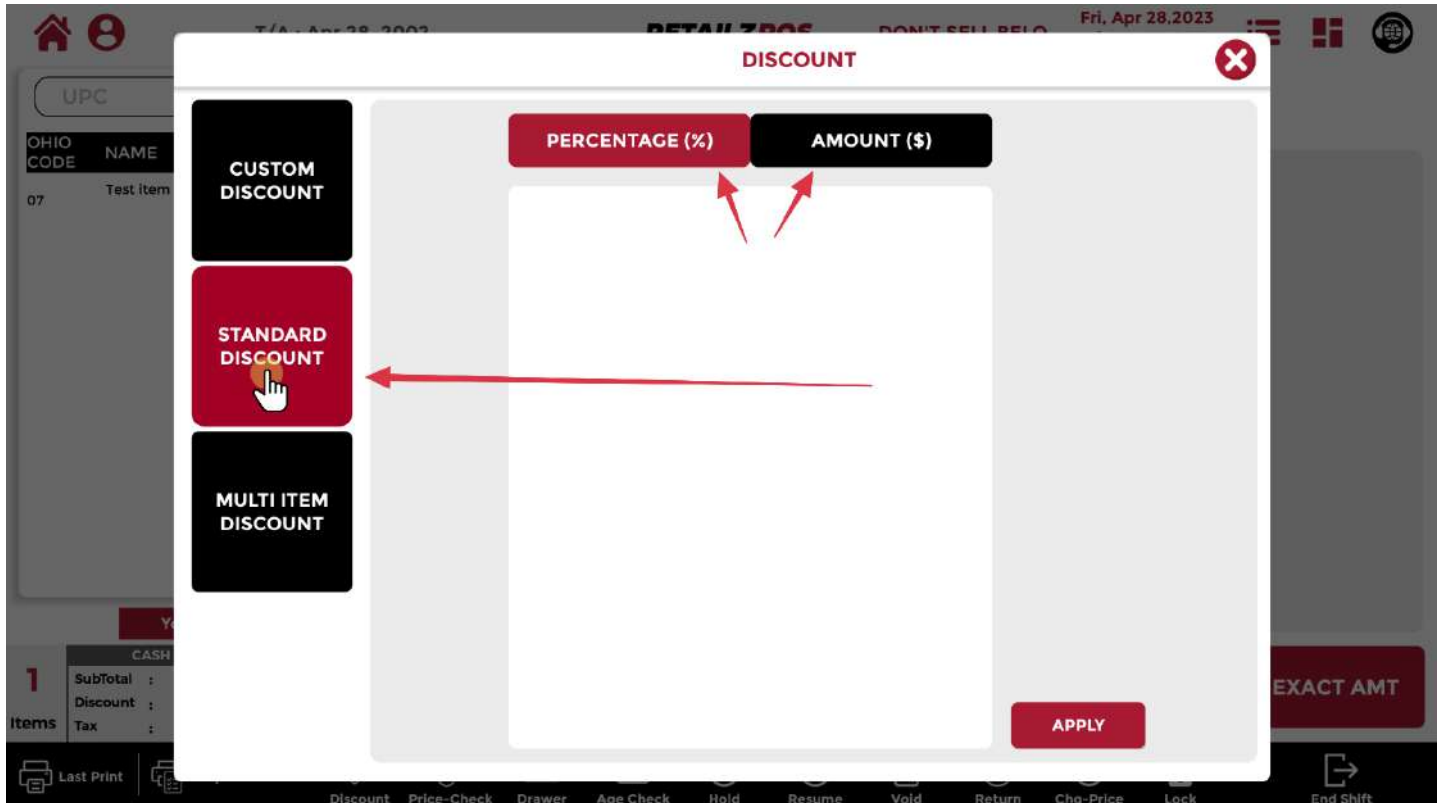
2.12.1.1 Cash Register - Custom Discount Amount

Tap your custom discount amount by **amount**



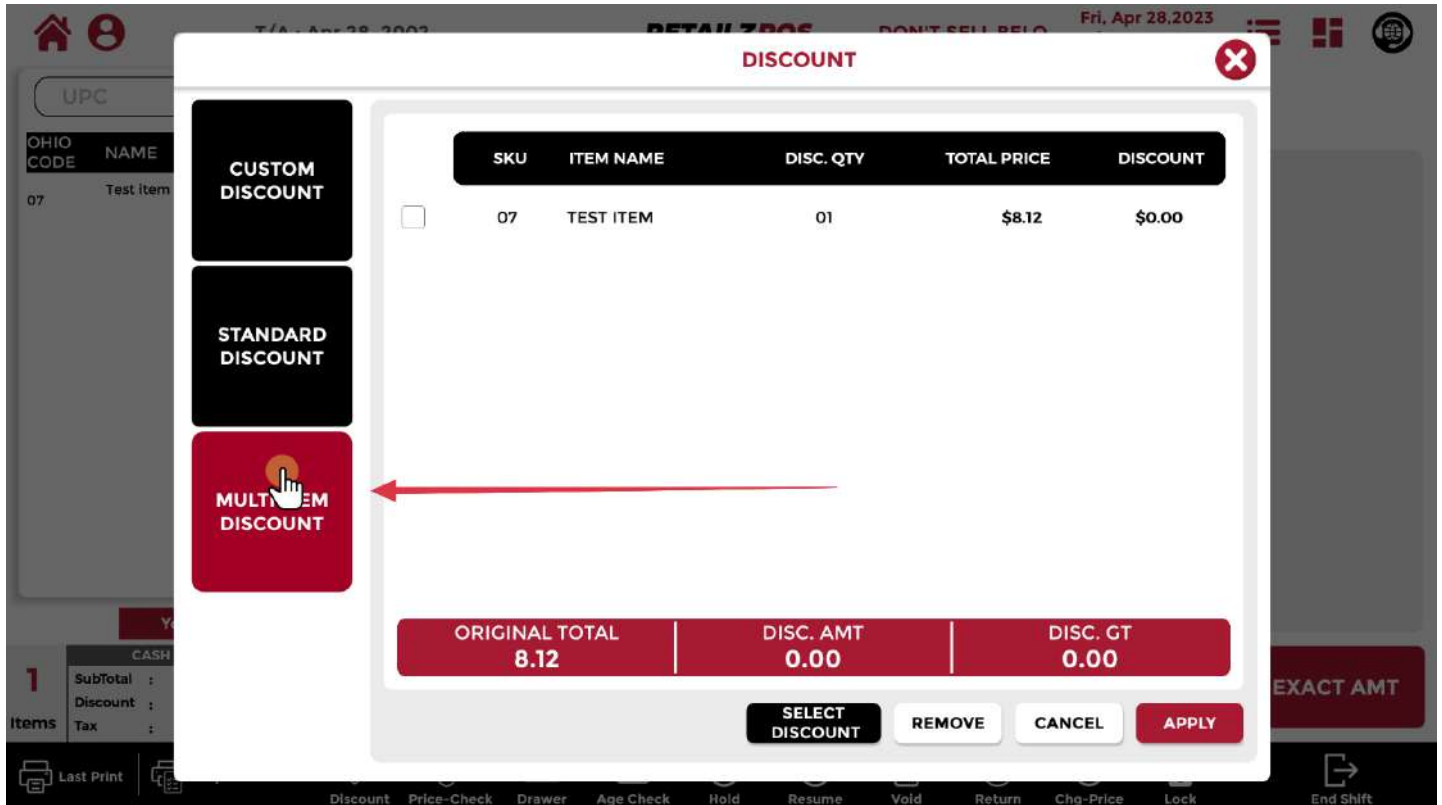
2.12.2 Cash Register - Standard Discount

Tap a **standard discount** to add it to a transaction



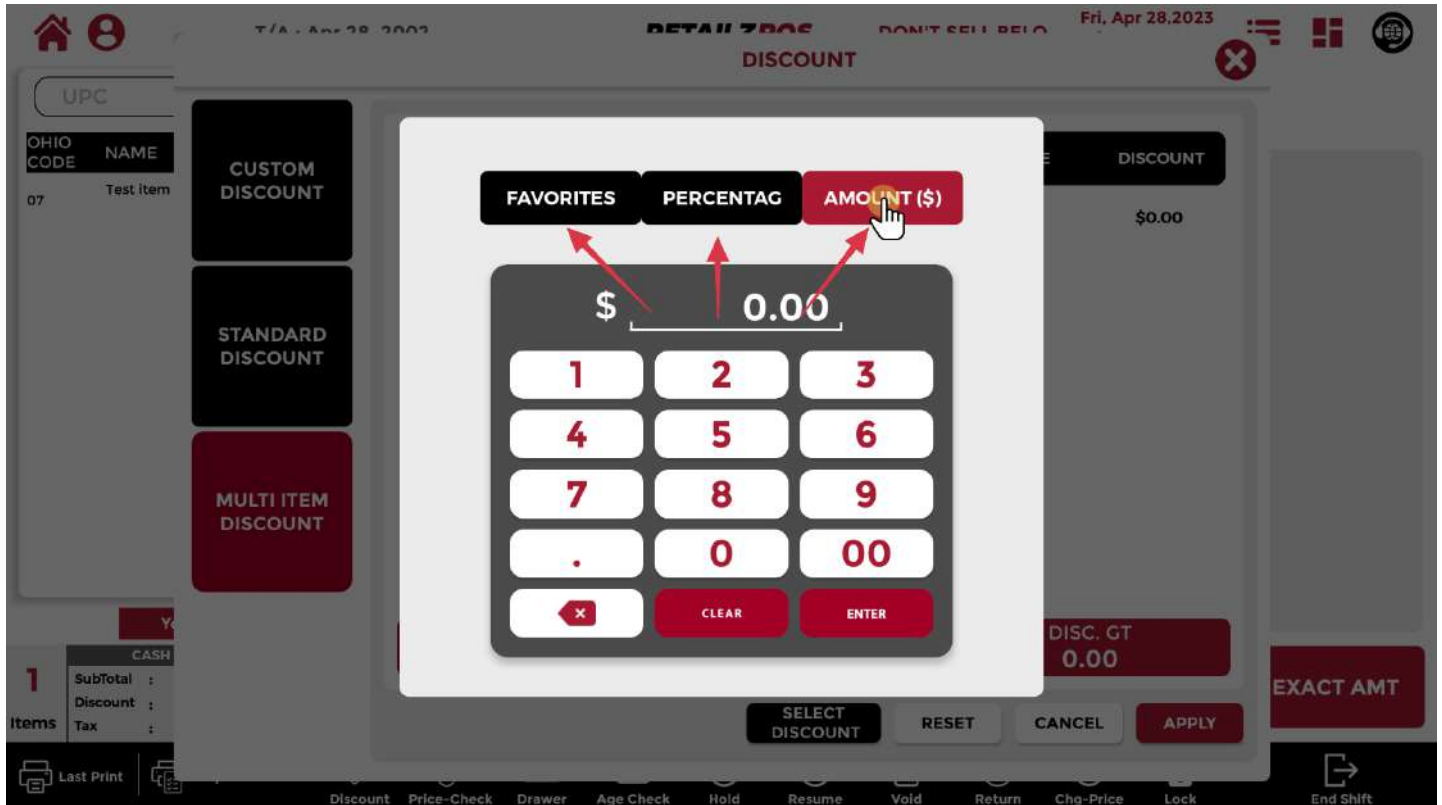
2.12.3 Cash Register - Multi Item Discount

Tap **multi item discount** to discount multi items



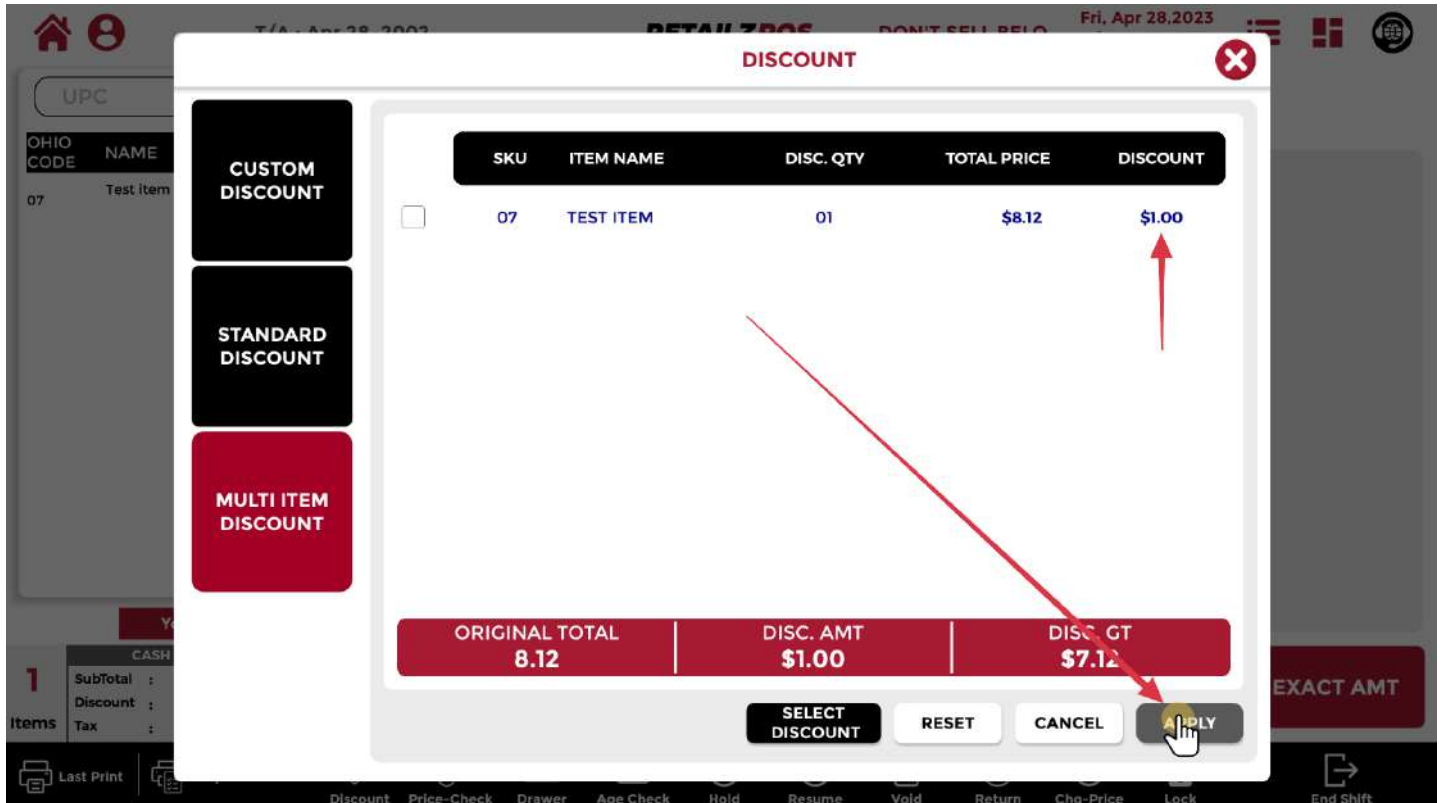
2.12.3.1 Cash Register - Multi Item Discount Selection

Tap multi item **discount value**



2.12.3.2 Cash Register - Apply Multi Item Discount

Tap **apply** to apply a discount



2.12.4 Cash Register - Discount From Grand Total

Discounts will be **viewable** in your cash and credit pricing

The screenshot displays the RetailzPOS Register interface. At the top, the date and time are shown as "T/A : Apr 28, 2002" and "Fri, Apr 28, 2023 09:54:46 AM". The interface includes a header with "RETAILZPOS" and "DON'T SELL BELOW..". Below the header, there are input fields for "UPC" and "Item Name/SKU". A table lists items with columns for "OHIO CODE", "NAME", "QTY", "REG. PRICE", and "CC PRICE". The table shows one item, "Test Item", with a quantity of 01 and a regular price of \$8.12. A discount of \$1.00 is applied, resulting in a CC price of \$7.12. The interface also features a "Lotto" section with buttons for "Lotto Online", "Lotto Payout", "Lotto Scratch", and "Test Item". At the bottom, there is a "CASH" and "CREDIT" section showing the "Reg. Grand Total" of \$7.12 and the "CC Grand Total" of \$7.36. A "Your ID is verified" message is displayed. The bottom bar contains various icons for "Last Print", "Reprint", "Discount", "Price-Check", "Drawer", "Age Check", "Hold", "Resume", "Void", "Return", "Chg-Price", "Lock", and "End Shift".

UPC Item Name/SKU

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
07	Test Item	01	\$8.12	\$8.36
			TAX	TAX

1 CASH CREDIT Reg. Grand Total

SubTotal :	\$7.12	SubTotal :	\$7.36	\$7.12
Discount :	\$1.00	Discount :	\$1.00	CC Grand Total
Tax :	\$0.00	Tax :	\$0.00	\$7.36

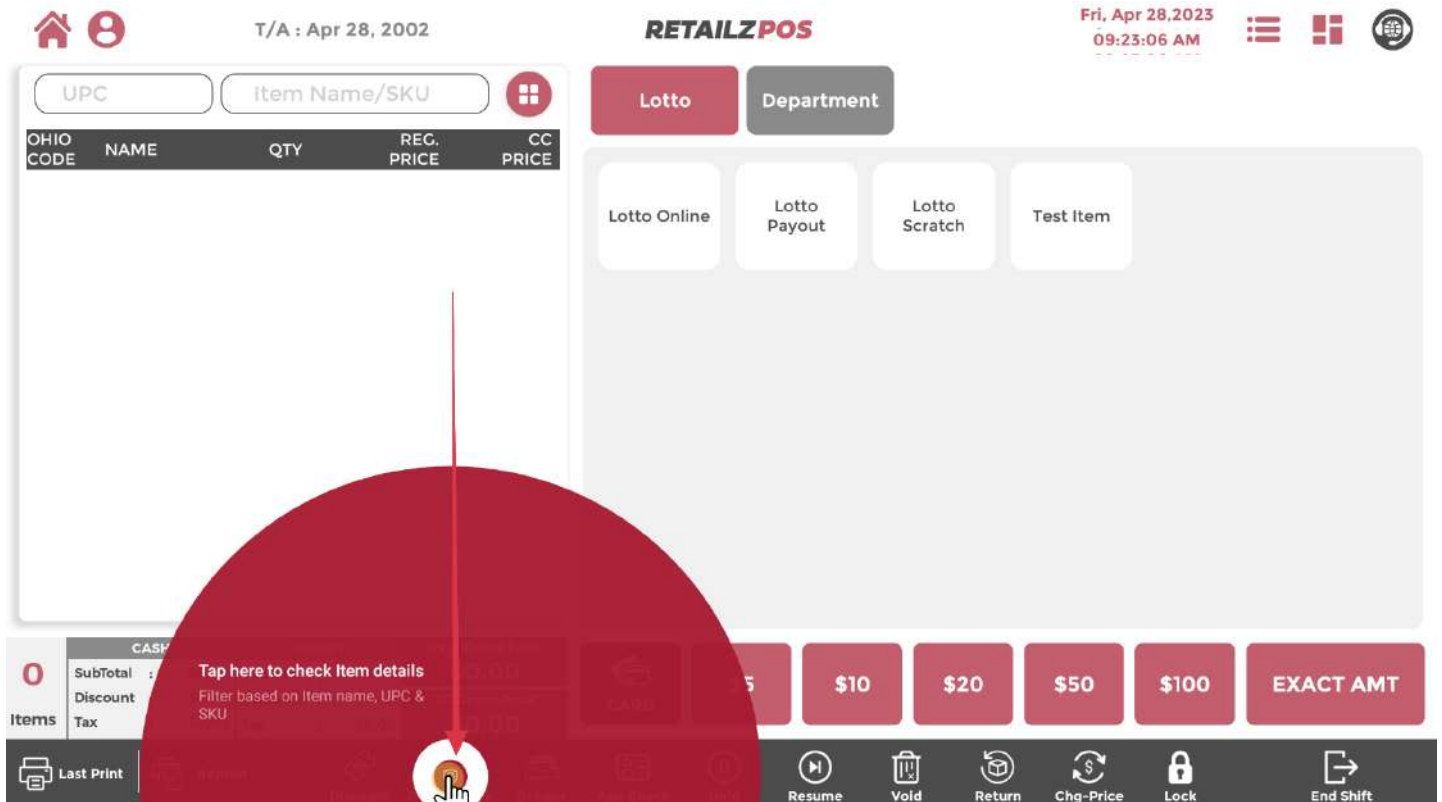
Items

1 \$5 \$10 \$20 \$50 \$100 EXACT AMT

1 Last Print Reprint Discount Price-Check Drawer Age Check Hold Resume Void Return Chg-Price Lock End Shift

2.13 Cash Register - Price Check

Tap **price check** to check an items price



2.13.1 Cash Register - Price-Check Look-Up

Scan or enter an **Item Name** and **SKU** to price check an item

PRICE-CHECK

UPC SKU

ITEM NAME **RESET** **LOOK-UP**

SIZE PACK QUANTITY **-** **+**

UNIT COST RETAIL PRICE ☐ **APPLIED PROMOTION**

QOH SURCHARGE

TAX **PER (%)** **AMOUNT** **QTY** **PRICE**

☐ **WHOLESALE (15....)** ☐ **A (5.00%)**

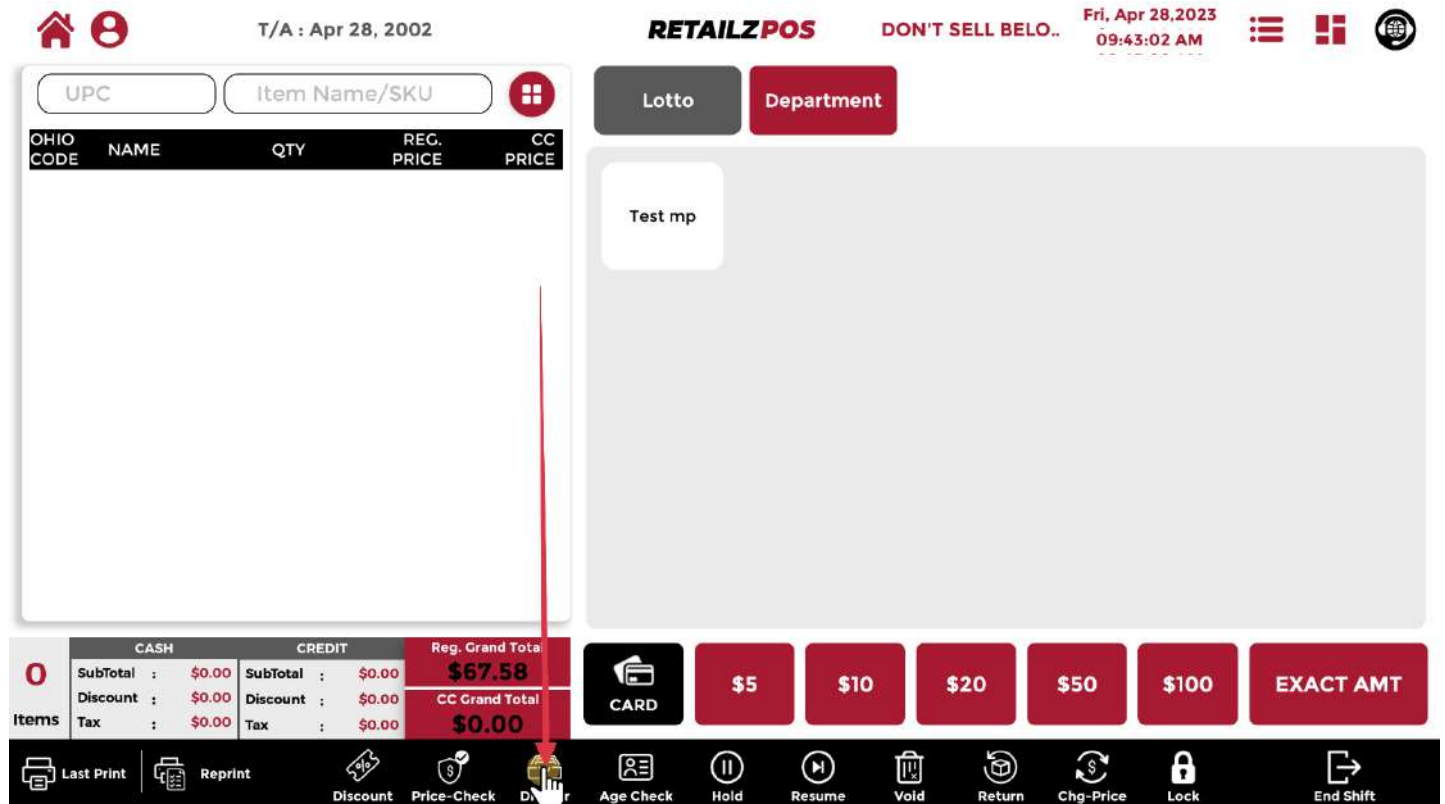
TOTAL TAX **\$ 0.00**

PRICE W/TAX **\$0.00** **ADD TO CART**

Bottom Bar: Last Print, Reprint, Discount, Price-Check, Drawer, Age Check, Hold, Resume, Void, Return, Chg-Price, Lock, End Shift

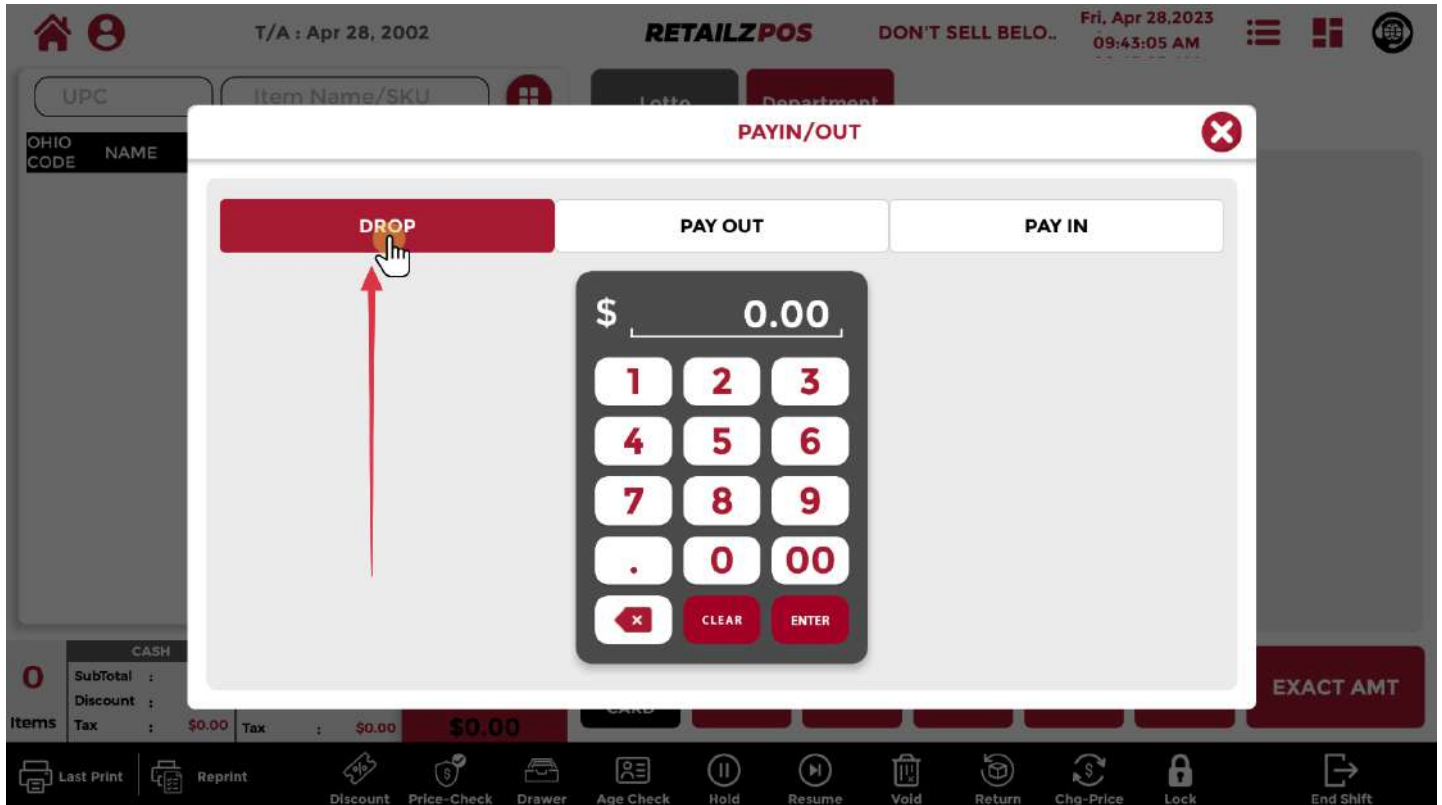
2.14 Cash Register - Drawer Operations

Tap **drawer** to perform cash drawer operations



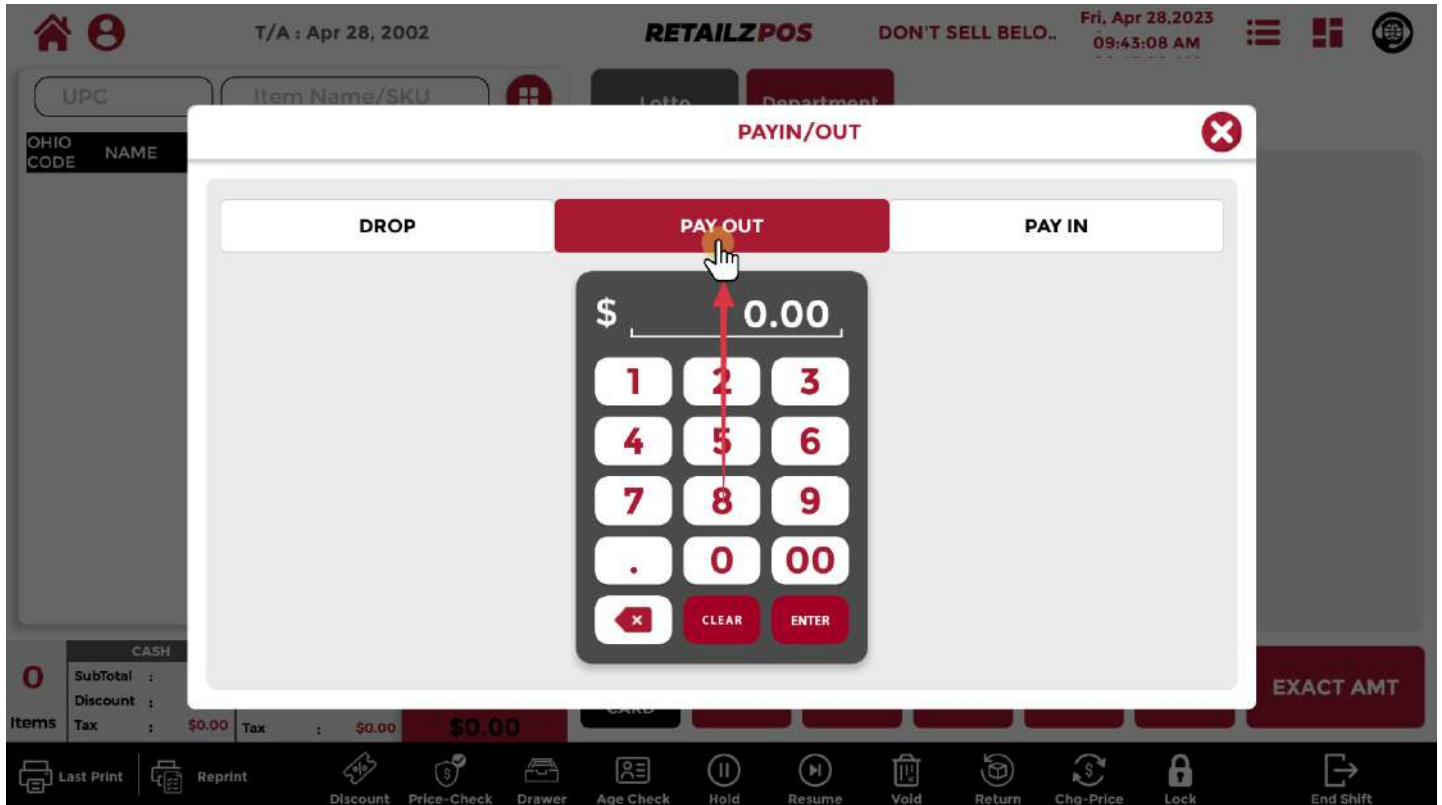
2.14.1 Cash Register - Drop

To perform a **drop**, enter the value



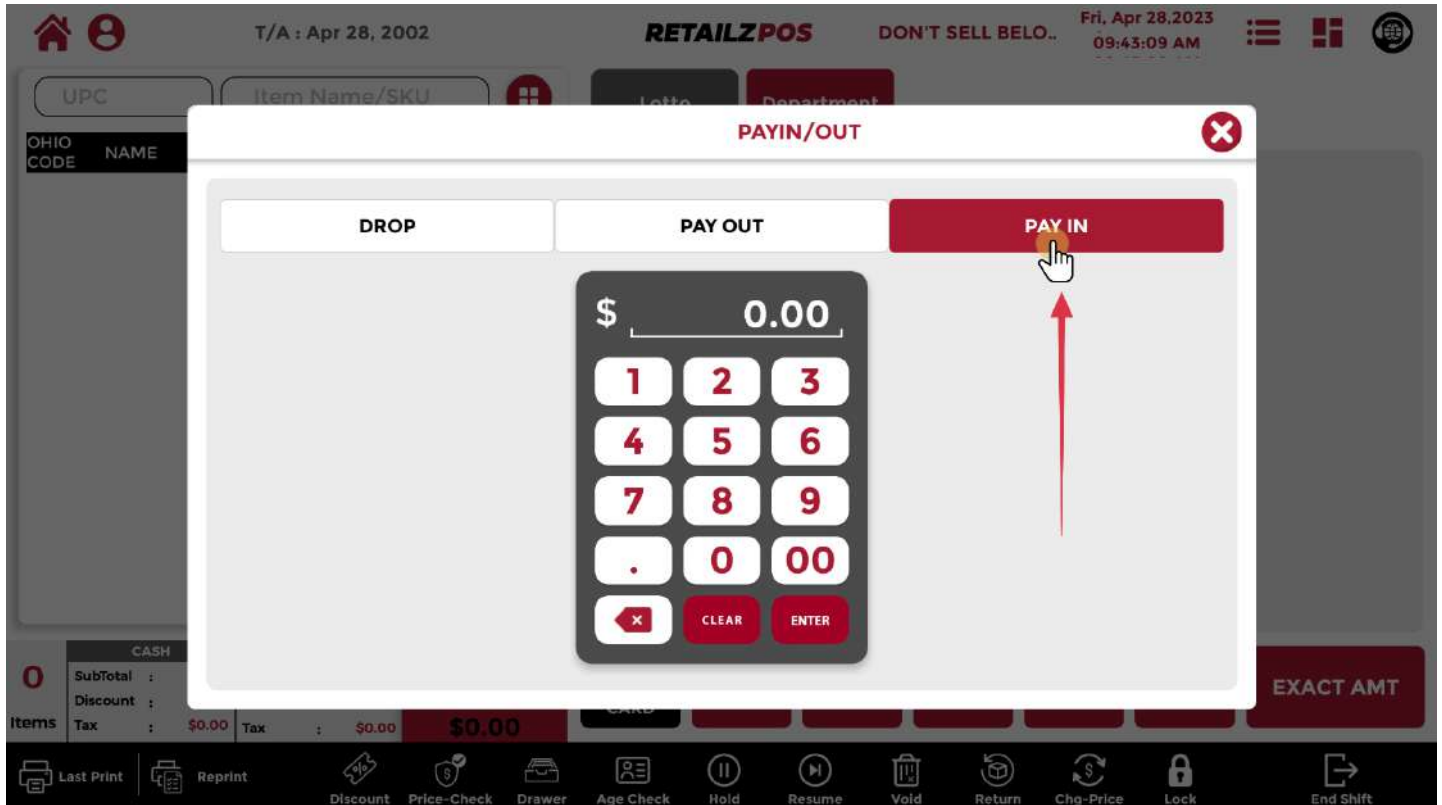
2.14.2 Cash Register - Pay Out

To perform a **pay out**, enter the value



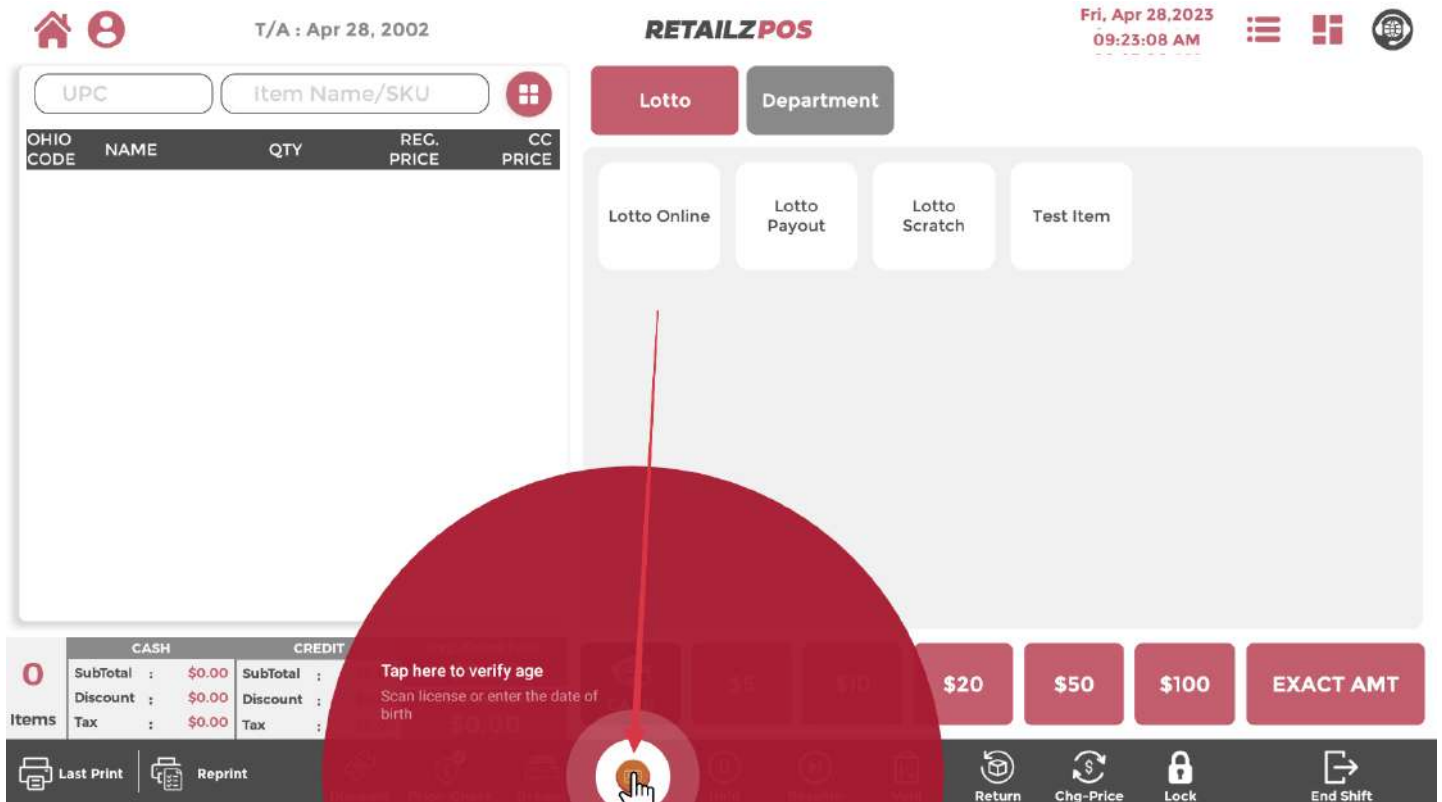
2.14.3 Cash Register - Pay In

To perform a **pay in**, enter the value



2.15 Cash Register - ID Check

To perform an ID Check, tap **Age Check**



2.15.1 Cash Register - Scan ID

Scan the barcode on the back of the customers drivers license

AGE CHECK

BORN ON/BEFORE : 04/28/2002

SCAN LICENSE :

BIRTH DATE : MM/DD/YYYY

AGE VERIFIED

CUSTOMER'S AGE
21
04/28/2002

PRINT DISCLAIMER
ADD CUSTOMER
CONTINUE CLEAR

1 2 3
4 5 6
7 8 9
0 ENTER

CASH		CREDIT		Reg. Grand Total
SubTotal	: \$0.00	SubTotal	: \$0.00	\$0.00
Discount	: \$0.00	Discount	: \$0.00	CC Grand Total
Tax	: \$0.00	Tax	: \$0.00	\$0.00

CARD \$5 \$10 \$20 \$50 \$100 EXACT AMT

Last Print Reprint Discount Price-Check Drawer Age Check Hold Resume Void Return Chg-Price Lock End Shift

2.15.2 Cash Register - Age Verified Transaction

If the customer is **age verified** for purchase, view here

Top Header: Home icon, User icon, T/A : Apr 28, 2002, **RETAILZPOS**, DON'T SELL BELOW., Fri, Apr 28, 2023 10:00:38 AM, Menu icon, Window icon, Refresh icon.

Item Entry Section: UPC, Item Name/SKU, Add Item icon.

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
07	Test Item	01	\$8.12	\$8.36
			TAX	TAX

Payment Summary:

CASH	CREDIT	Reg. Grand Total
SubTotal : \$8.12	SubTotal : \$8.36	\$8.12
Discount : \$0.00	Discount : \$0.00	CC Grand Total
Tax : \$0.00	Tax : \$0.00	\$8.36

Transaction Buttons: CARD, \$5, \$10, \$20, \$50, \$100, EXACT AMT.

Bottom Bar: Last Print, Reprint, Discount, Price-Check, Drawer, Age Check, Hold, Resume, Void, Return, Chg-Price, Lock, End Shift.

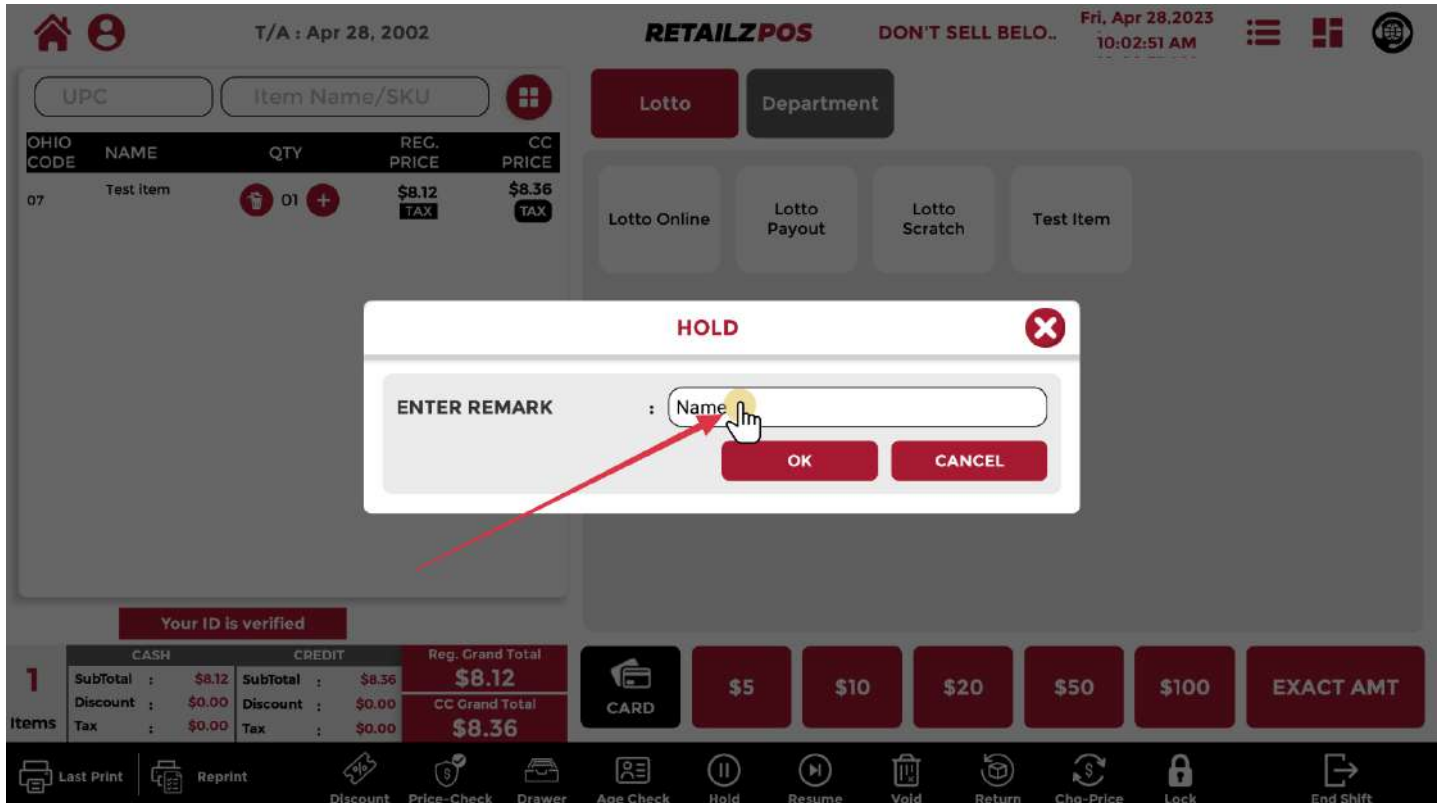
2.16 Cash Register - Hold Transaction

To put a transaction on hold, tap **Hold**



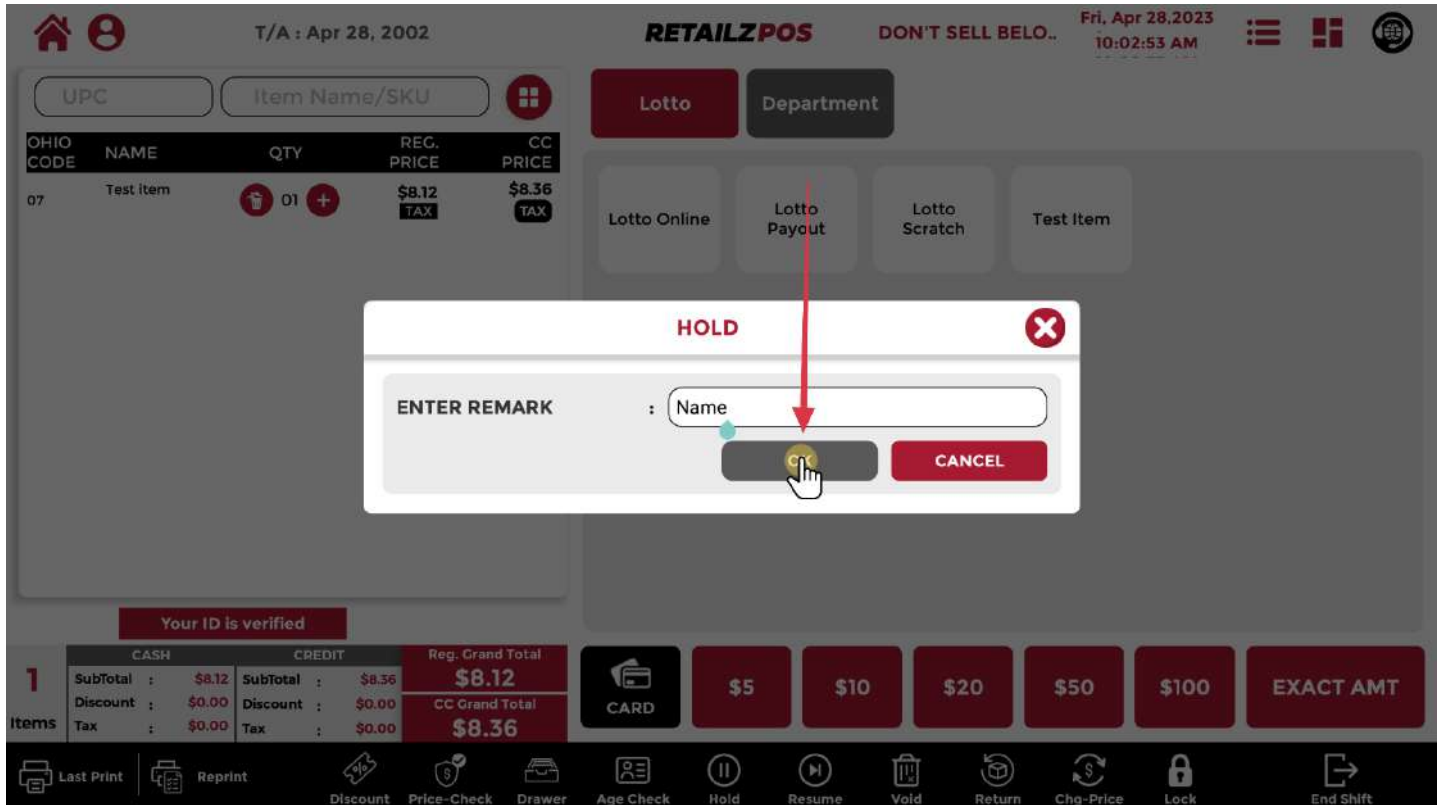
2.16.1 Cash Register - Hold Transaction Name

Name your transaction to put on hold



2.16.2 Cash Register - Confirm Transaction Hold

Tap **OK** to put a transaction on hold



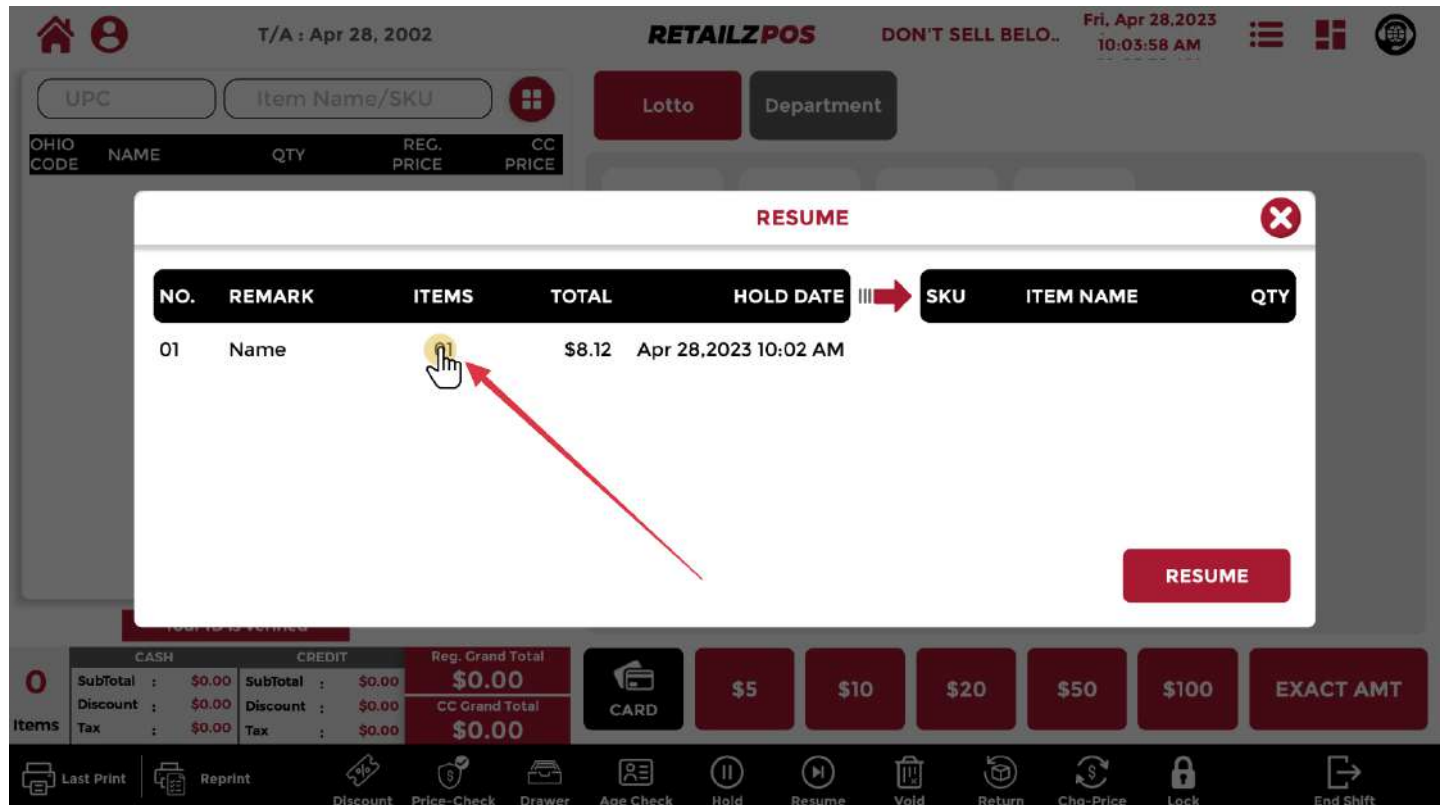
2.17 Cash Register - Resume Transaction

To resume a transaction on hold, tap **Resume**



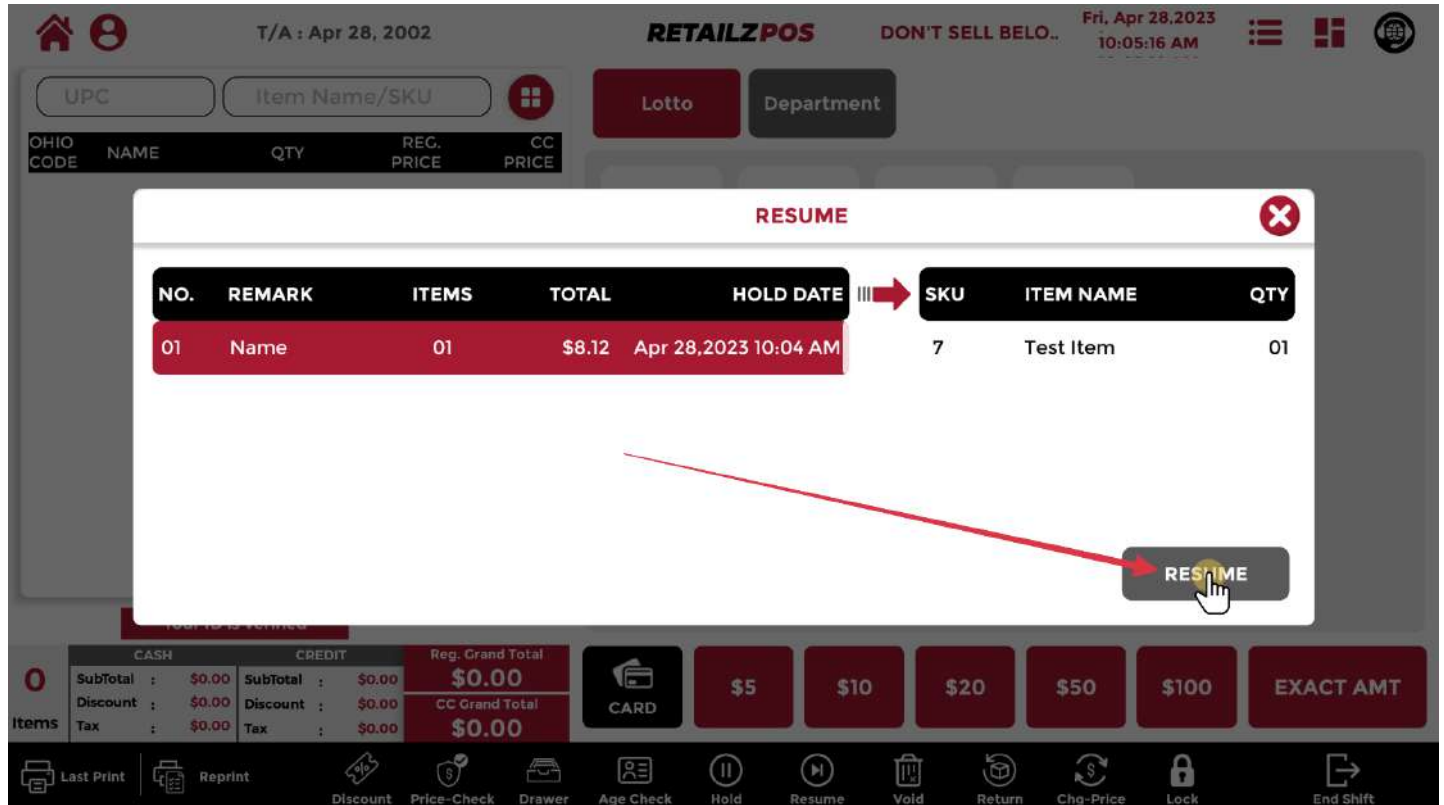
2.17.1 Cash Register - Select Transaction Resume

Select the name of the transaction you wish to resume



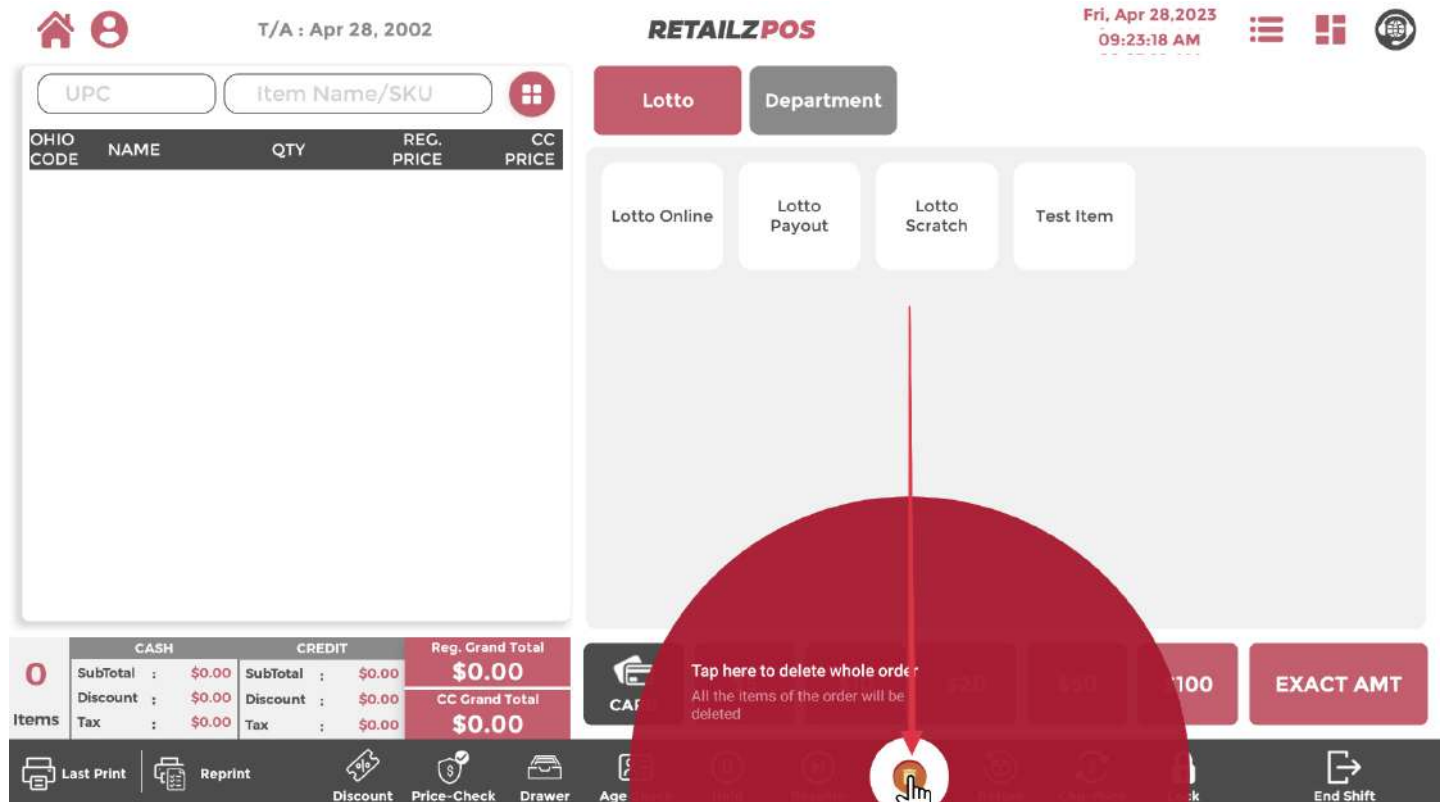
2.17.2 Cash Register - Confirm Transaction Resume

Tap **Resume** to resume a transaction on hold



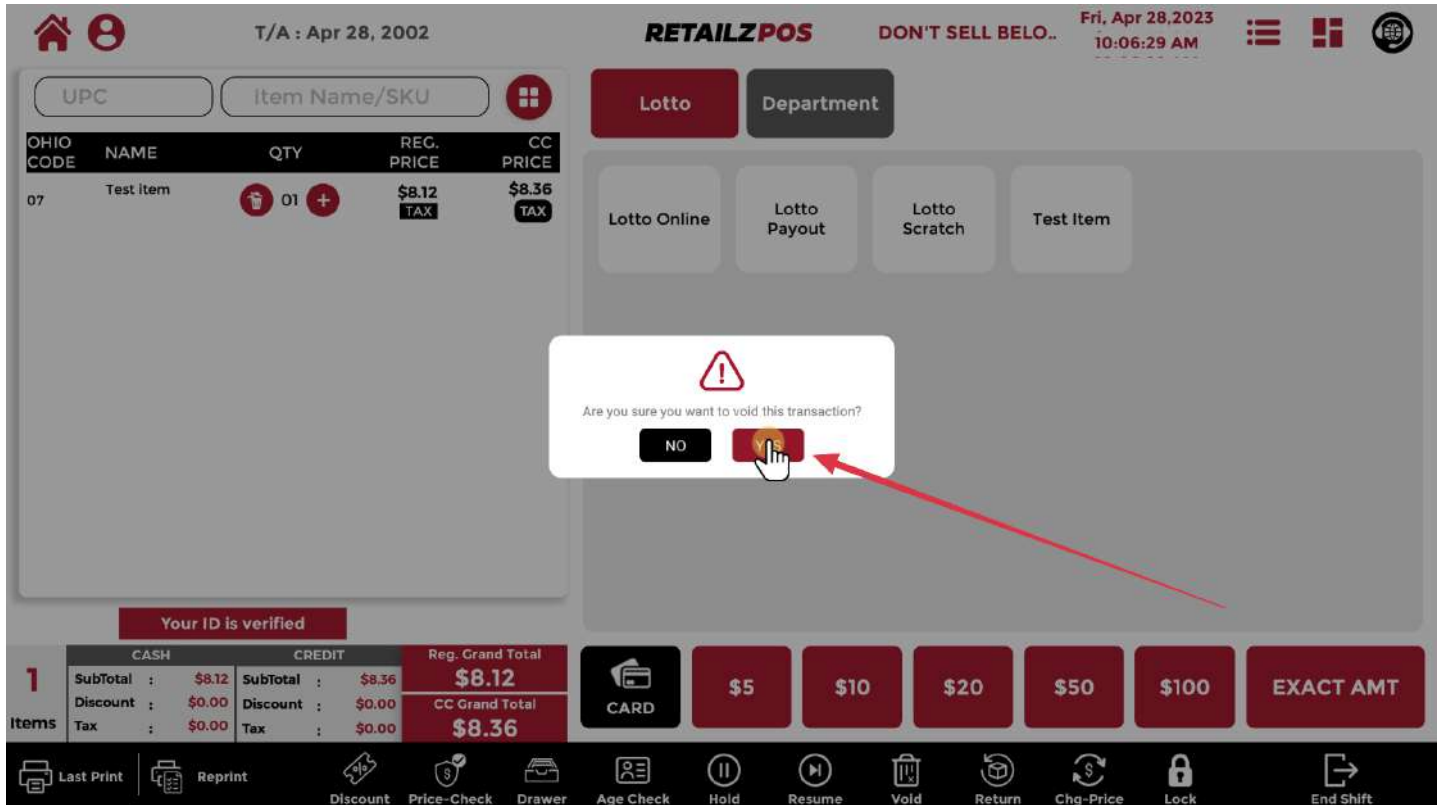
2.18 Cash Register - Void

To void a transaction, tap **Void**



2.18.1 Cash Register - Confirm Void Transaction

Tap **yes** to confirm void transaction



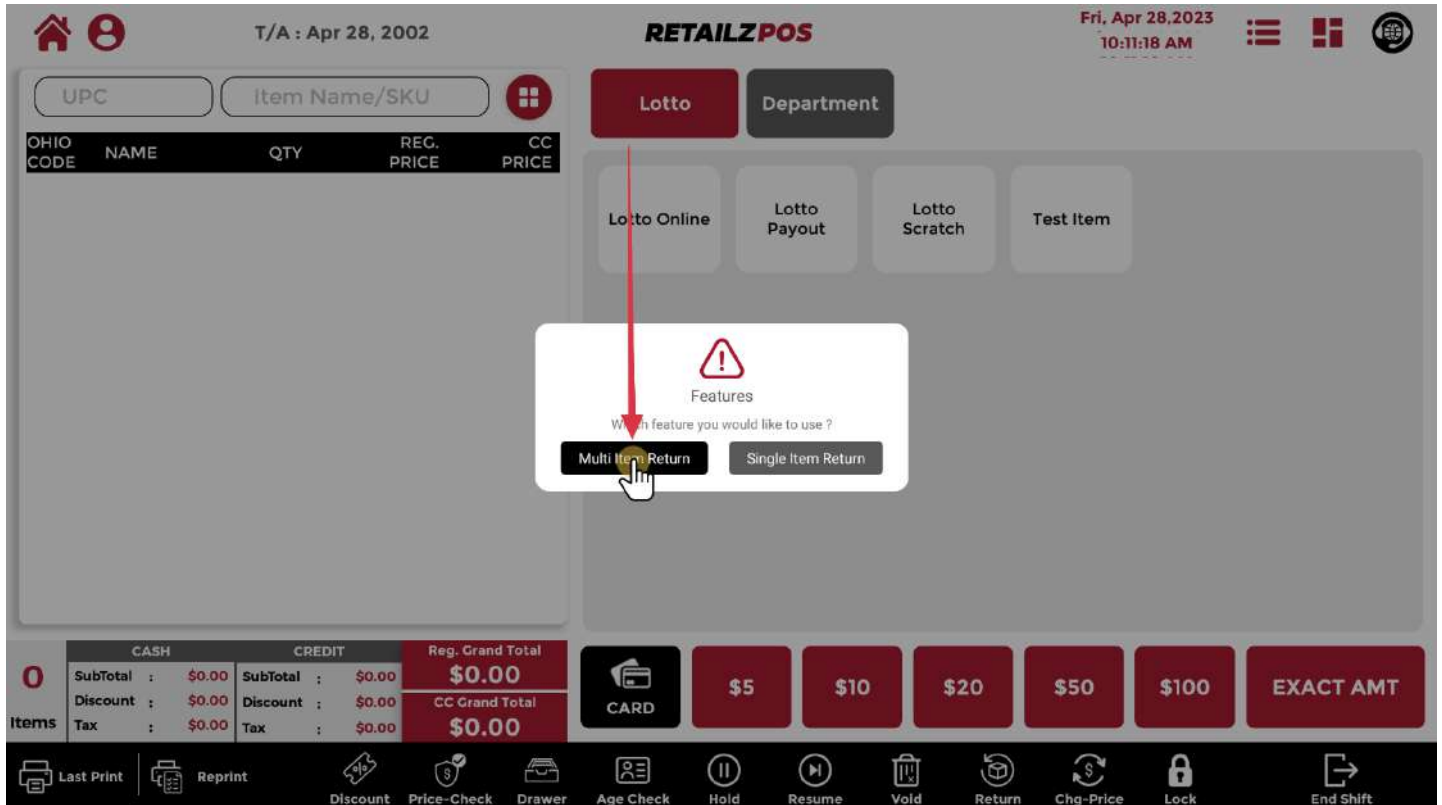
2.19 Cash Register - Item Return

To perform item returns, tap **Item Return**



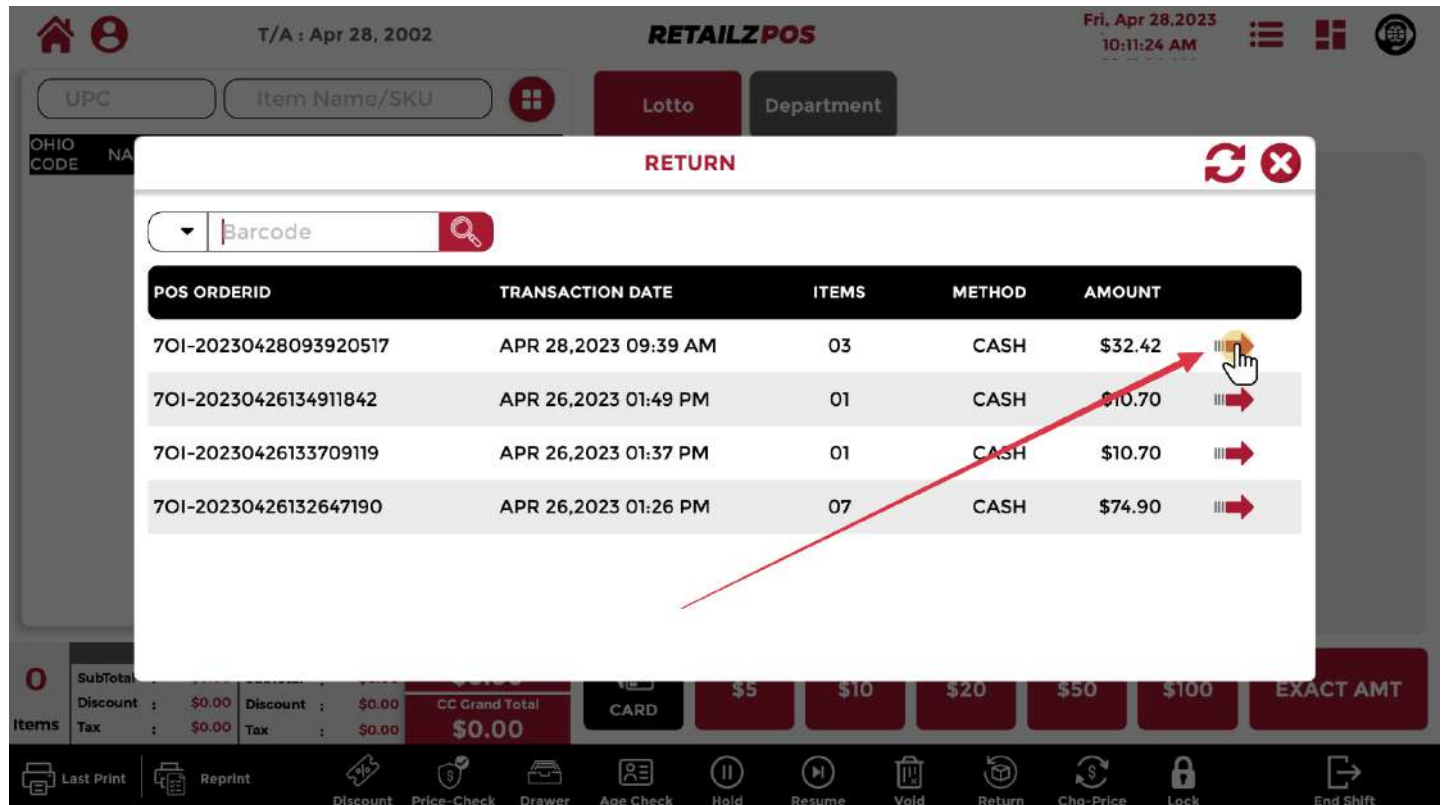
2.19.1 Cash Register - Multi Item Return

To perform a multi item return, tap **Multi Item Return**



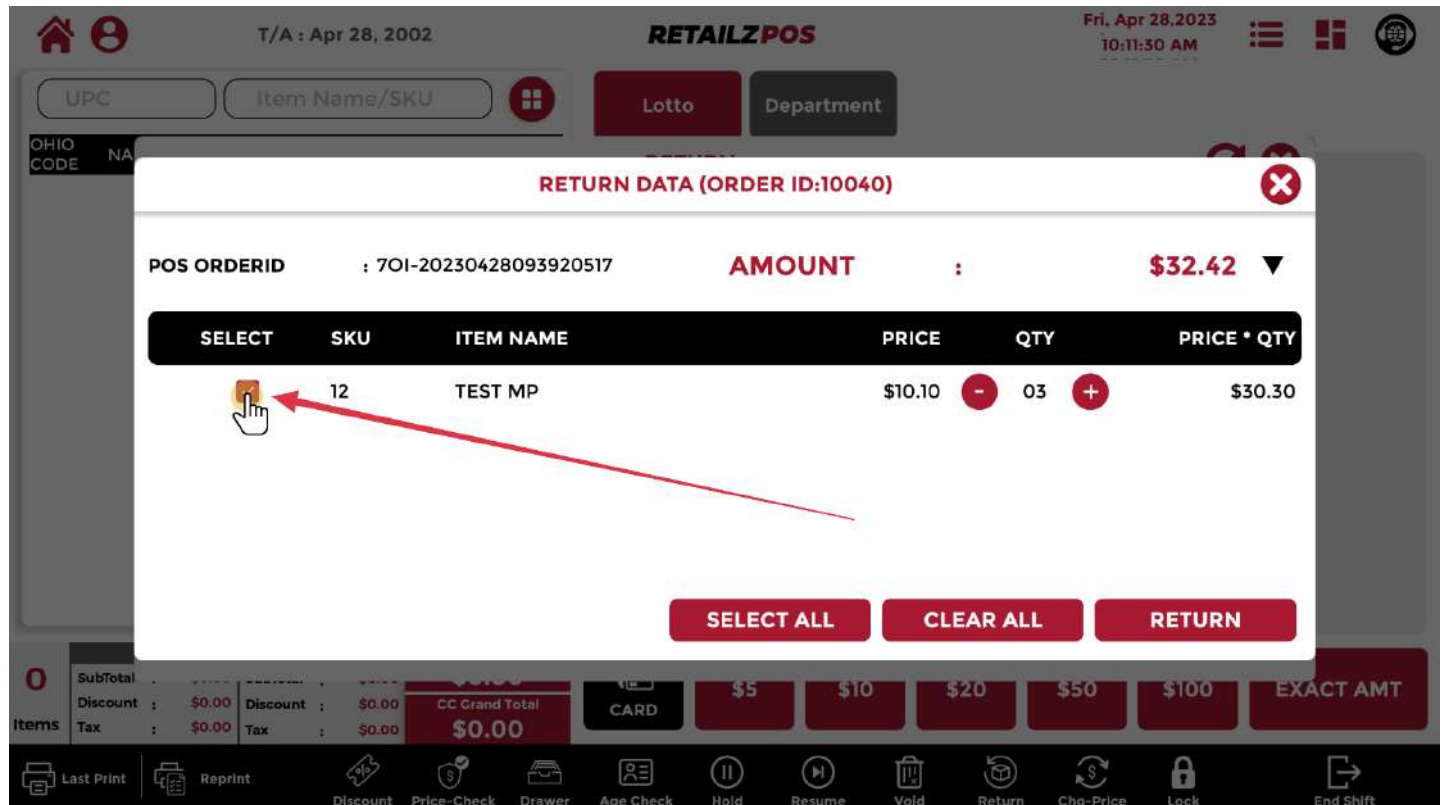
2.19.1.1 Cash Register - Multi Item Return Select Transaction

Tap the **arrow** to select a transaction for multi item return



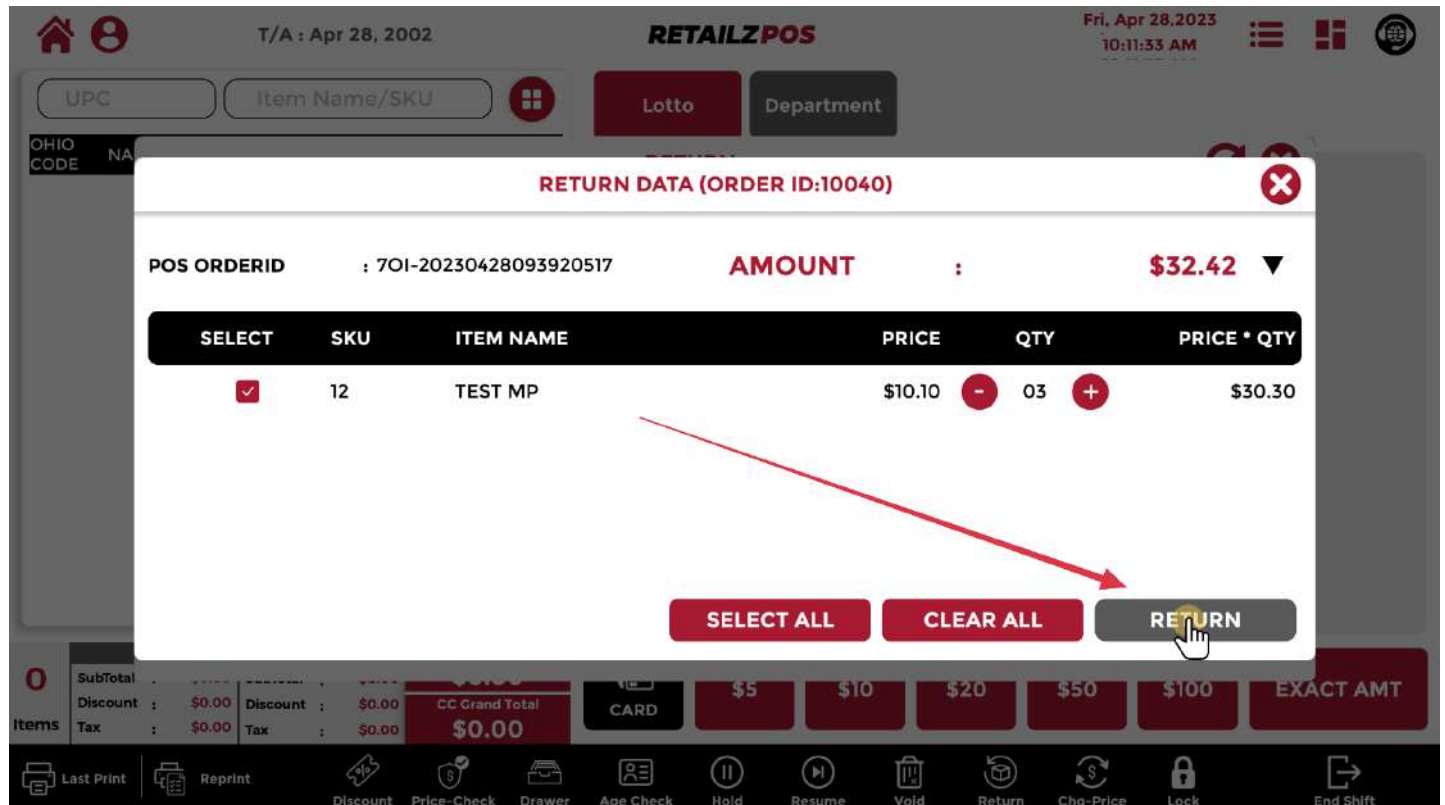
2.19.1.2 Cash Register - Multi Item Return Item Selection

Tap the **checkbox** for multi item returns



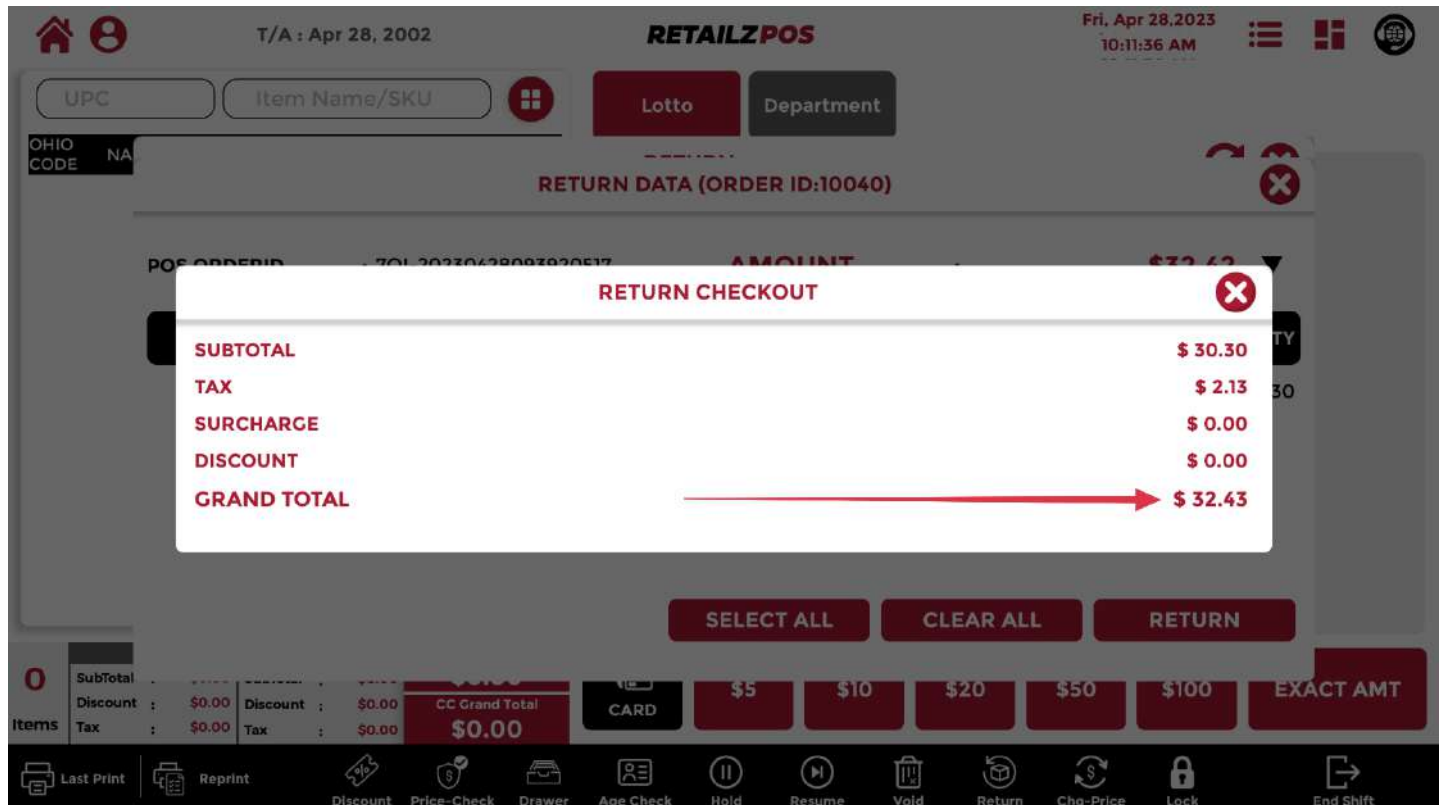
2.19.1.3 Cash Register - Multi Item Return Select Return

Tap **RETURN** to perform multi item return



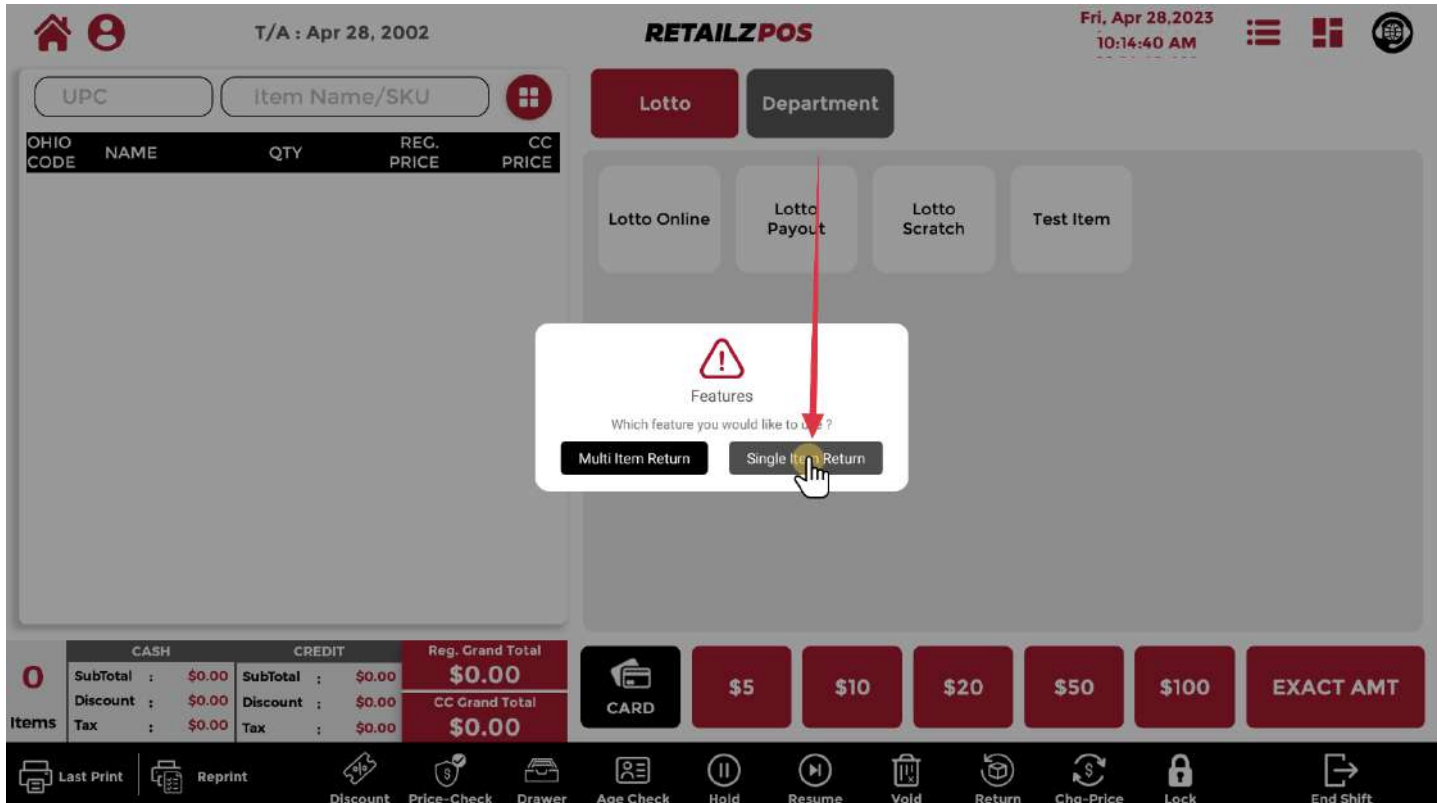
2.19.1.4 Cash Register - Multi Item Return Checkout

Return Checkout will show your item return grand total



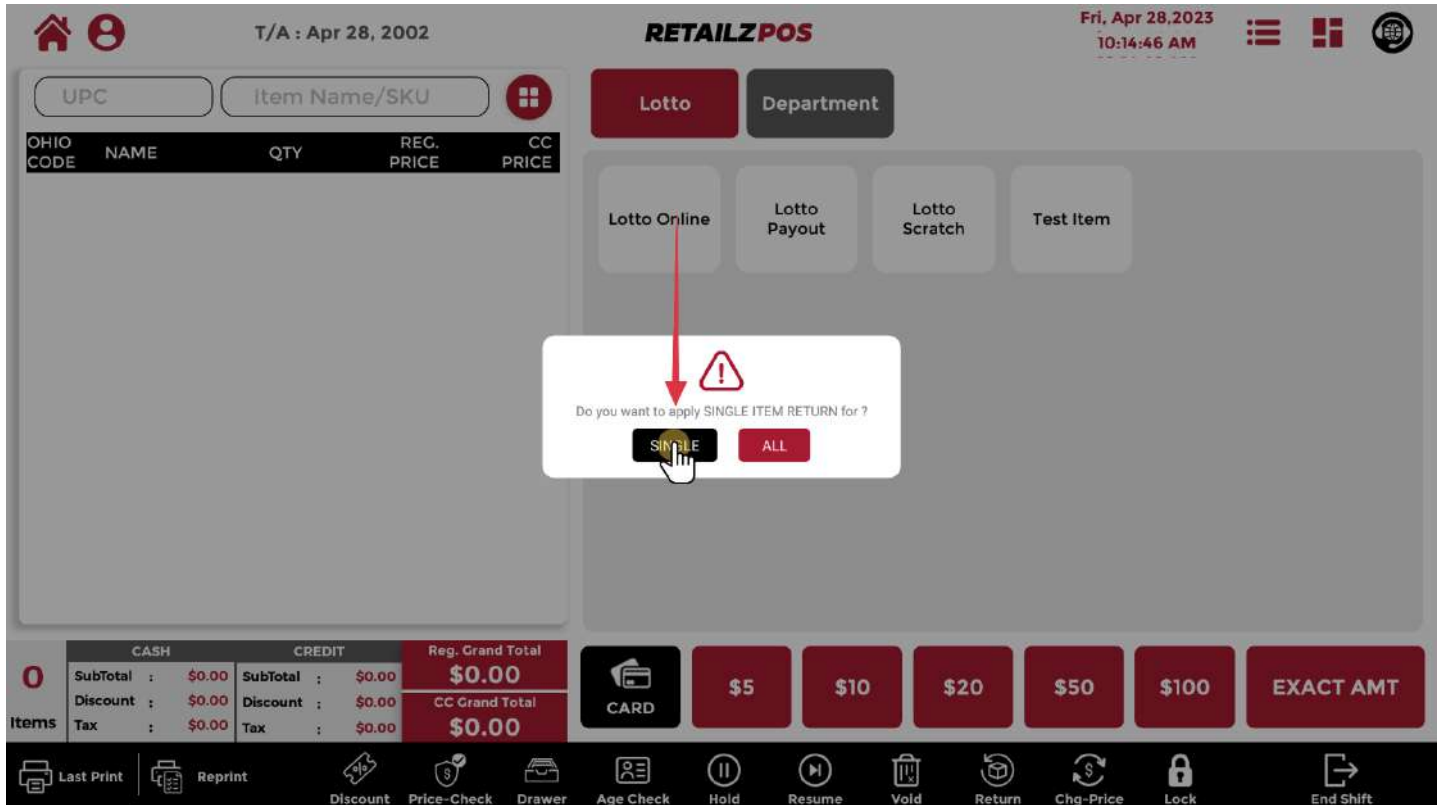
2.19.2 Cash Register - Single Item Return

To perform a single item return, tap **Single Item Return**



2.19.2.1 Cash Register - Apply Single Item Return

Tap **SINGLE** to apply return to a single item



2.19.2.2 Cash Register - Single Item Return Transaction

When a **return item** shows in a transaction, it will show a **negative price**

Top Header: T/A : Apr 28, 2002 | **RETAILZPOS** | DON'T SELL BELOW.. | Fri, Apr 28, 2023 10:15:02 AM

Transaction Area:

OHIO CODE	NAME	QTY	REG. PRICE	CC PRICE
21	Marlboro 100 box...		\$-9.89	\$-10.19
			TAX	TAX

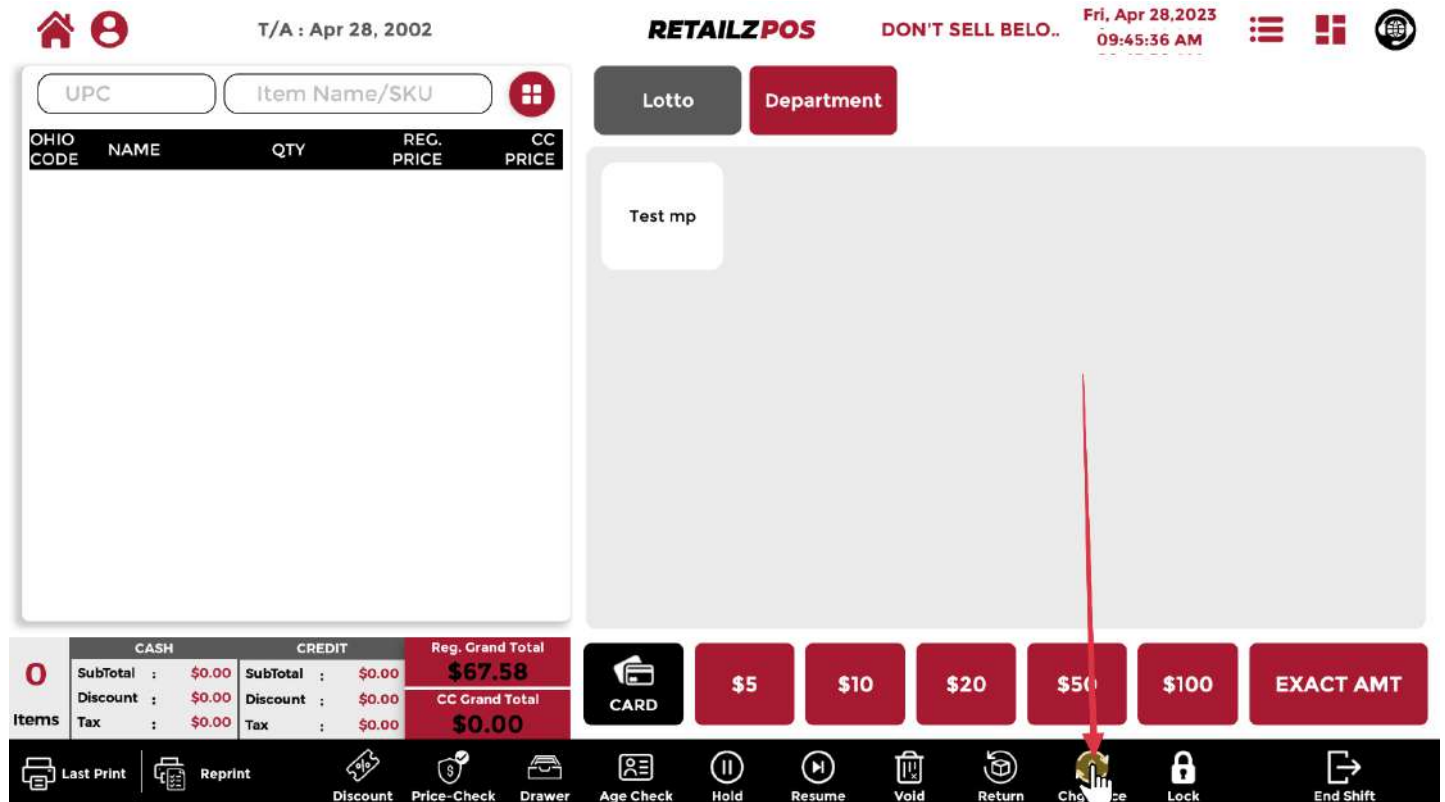
Bottom Summary Bar:

CASH		CREDIT		Reg. Grand Total
SubTotal	\$-9.89	SubTotal	\$-10.19	\$-10.58
Discount	\$0.00	Discount	\$0.00	
Tax	\$-0.69	Tax	\$-0.71	
				CC Grand Total
				\$-10.90

Bottom Navigation Bar: Last Print, Reprint, Discount, Price-Check, Drawer, Age Check, Hold, Resume, Void, Return, Chg-Price, Lock, End Shift

2.20 Cash Register - Change Price

To quick change an item price, tap **Change Price**



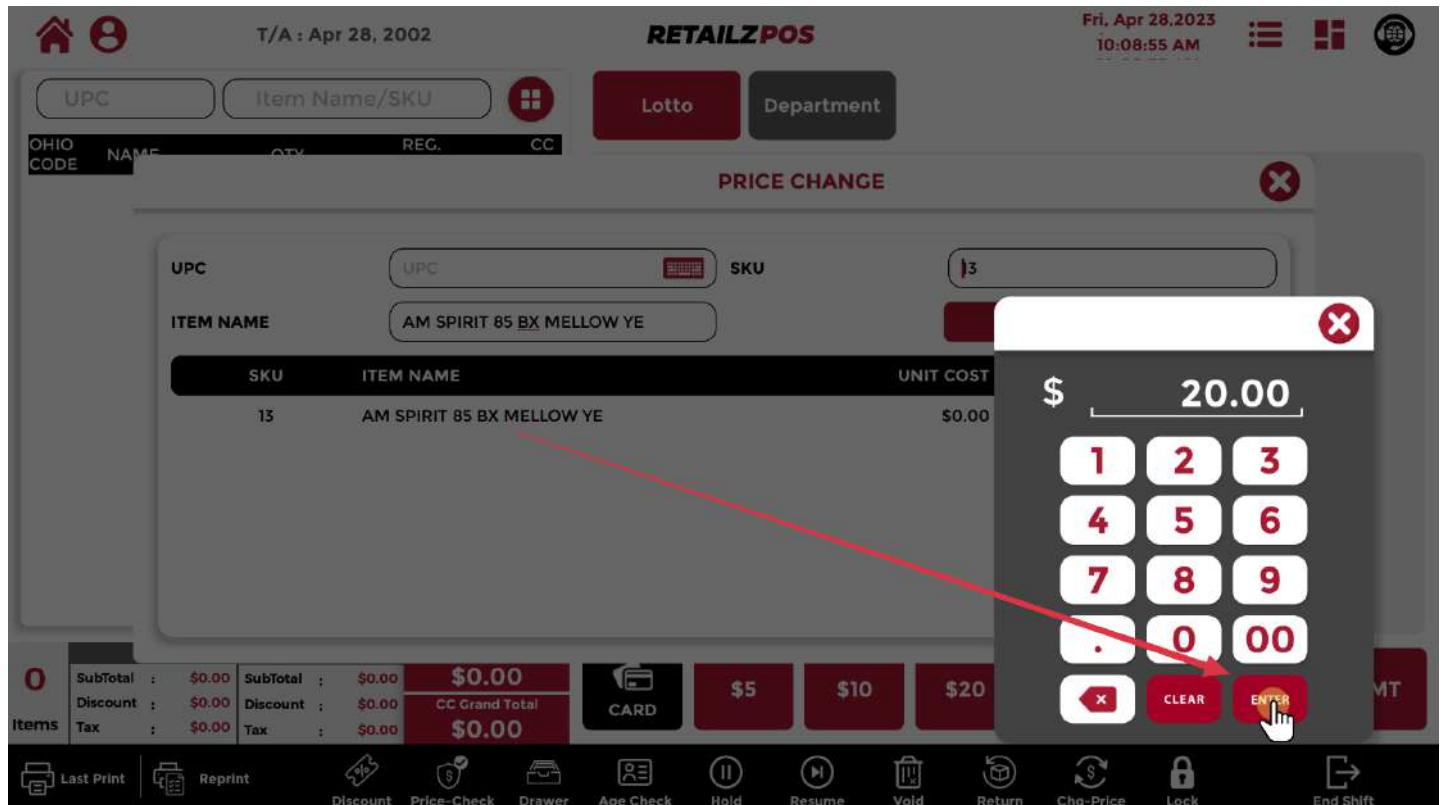
2.20.1 Cash Register - Change Price Item Look-Up

To lookup an item for change price, **scan the upc** or enter the **item name/sku**

The screenshot displays the RetailzPOS interface. At the top, the date is 'T/A : Apr 28, 2002' and the time is 'Fri, Apr 28, 2023 10:08:42 AM'. The main header shows 'RETAILZPOS'. Below this, there are input fields for 'UPC' and 'Item Name/SKU', and buttons for 'Lotto' and 'Department'. A 'PRICE CHANGE' dialog box is open in the center. It has a title bar with a close button. Inside, there are three input fields: 'UPC' (with a red arrow pointing to it), 'Item Name' (with a red arrow pointing to it), and 'SKU' (containing '13', with a red arrow pointing to it). To the right of the 'SKU' field are 'RESET' and 'LOOK-UP' buttons. A red arrow points to the 'LOOK-UP' button. Below the input fields is a table with columns: 'SKU', 'ITEM NAME', 'UNIT COST', and 'RETAIL PRICE'. The background interface shows a summary of sales with 'SubTotal : \$0.00', 'Discount : \$0.00', and 'Tax : \$0.00'. The bottom toolbar contains icons for 'Last Print', 'Reprint', 'Discount', 'Price-Check', 'Drawer', 'Age Check', 'Hold', 'Resume', 'Void', 'Return', 'Chg-Price', 'Lock', and 'End Shift'.

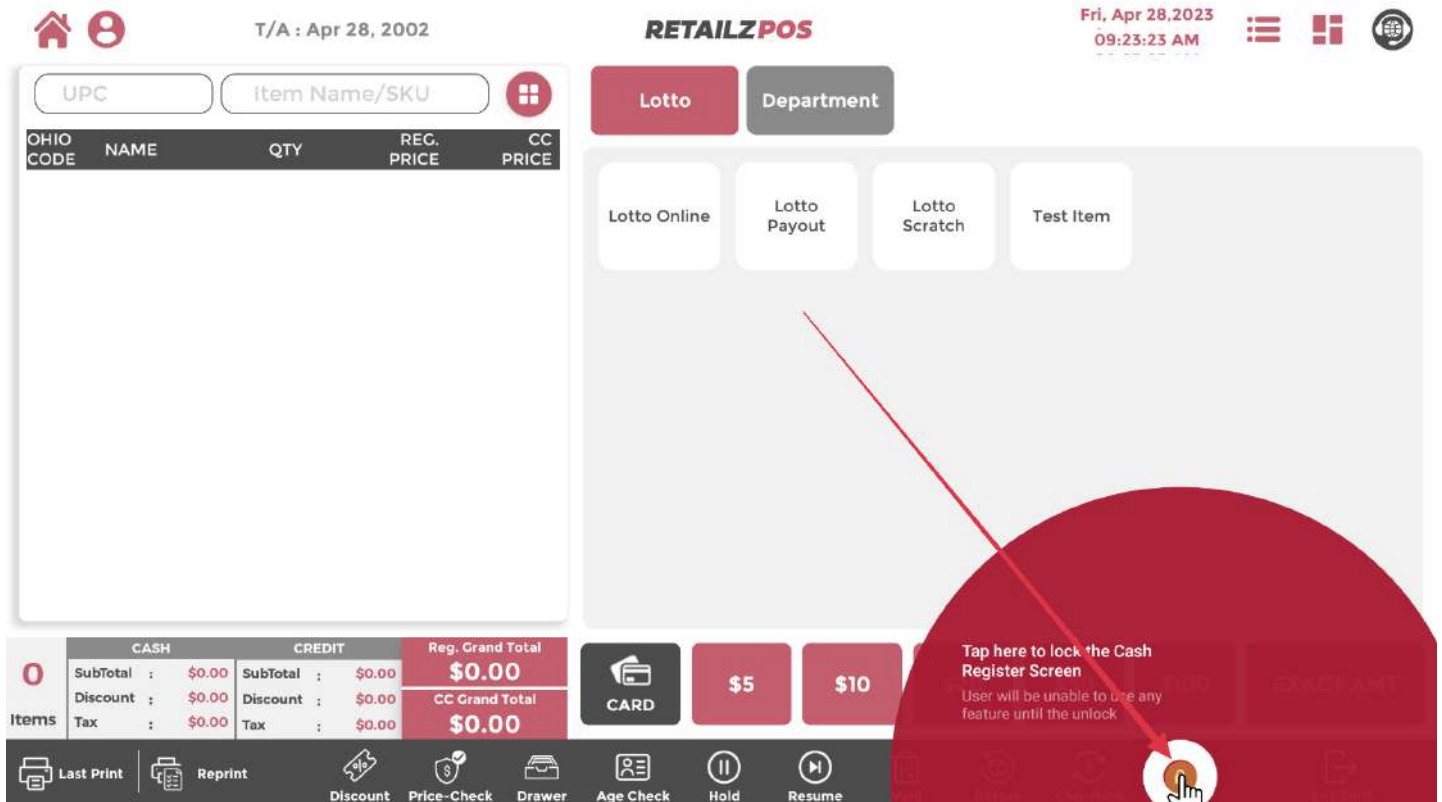
2.20.2 Cash Register - Enter Price Change

Enter your items new price and tap **ENTER** to confirm



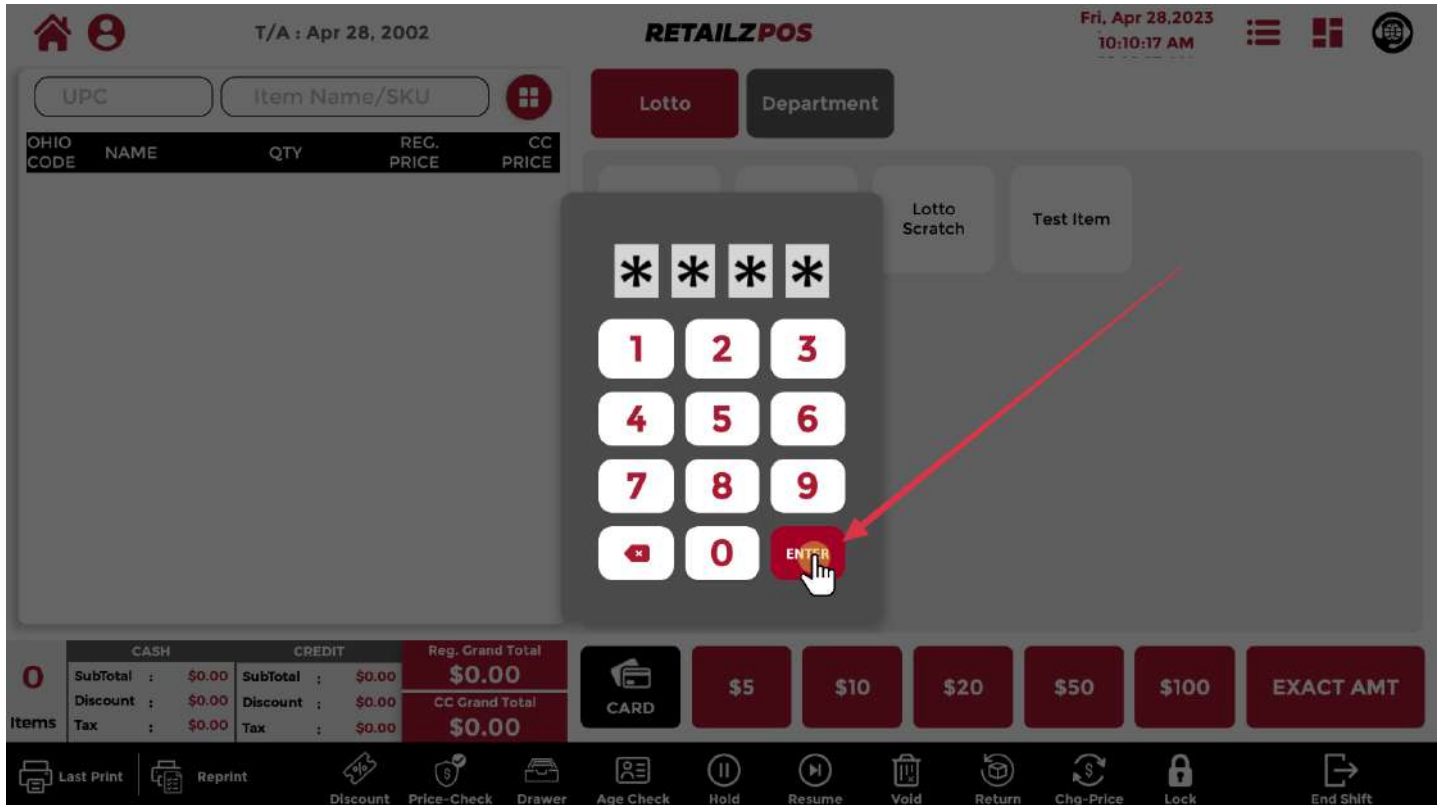
2.21 Cash Register - Lock Cash Drawer

To lock the cash drawer without a key, tap **Lock**



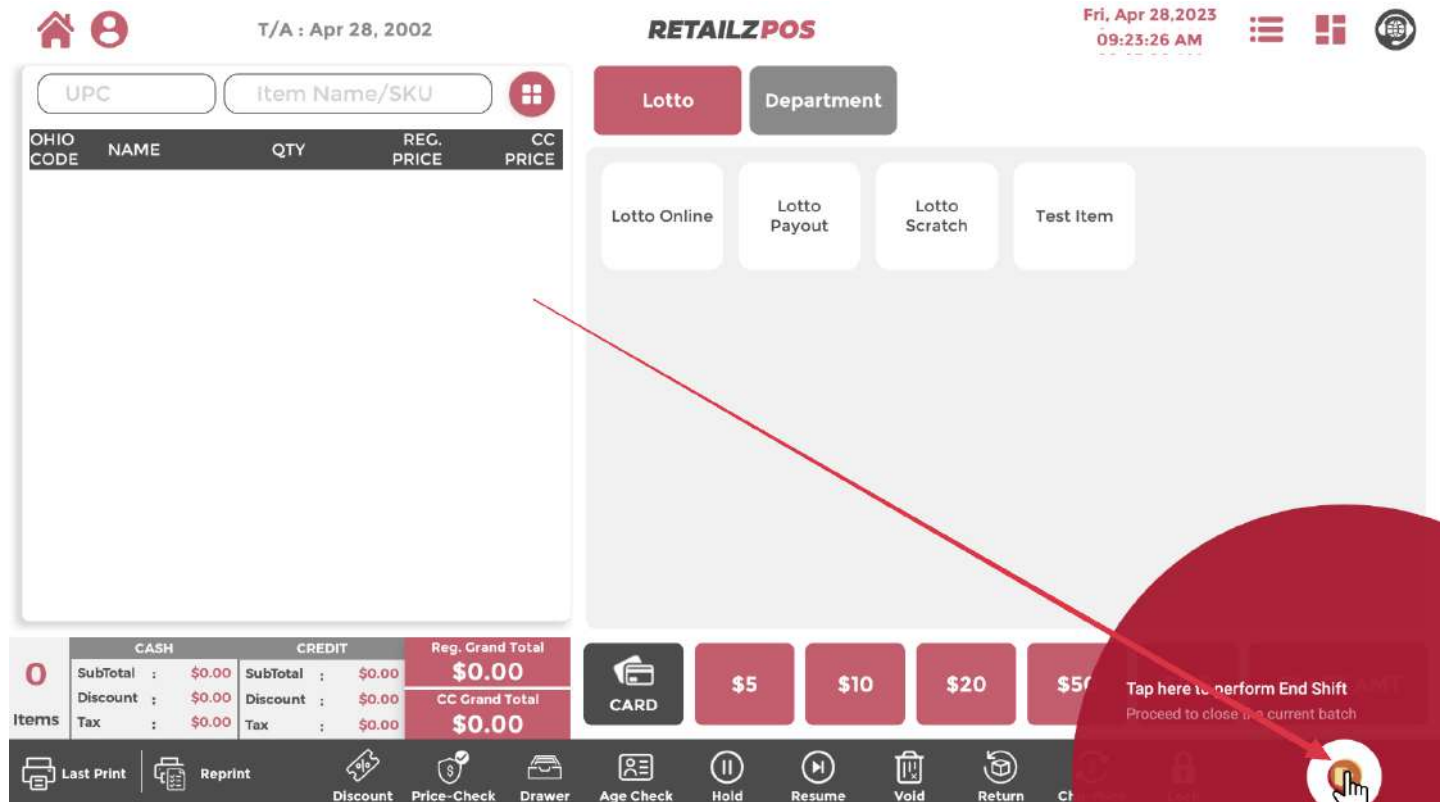
2.21.1 Cash Register - Cash Drawer Pin

Enter your **pin** to lock the cash drawer



2.22 Cash Register - End Shift

To perform end shift, tap **End Shift**



2.22.1 Cash Register - End Shift Report

Your **end shift report** will show you your total sales during that shift

⏪
T/A : Apr 28, 2002
RETAILZPOS
10007 

START DATE

END DATE

BATCH

VIEW REPORT

\$201.16
GROSS RECEIVED

\$7.07
TOTAL TAX

\$194.09
NET REVENUE

\$0.00
TOTAL CARD

\$201.16
TOTAL CASH

\$0.00
TOTAL EBT

\$0.00
TOTAL DISCOUNT

\$
TOTAL

END SHIFT 

SALES SUMMARY

TAXABLE	\$101.00
NON-TAXABLE	\$88.09
NON REVENUE	\$5.00
NET REVENUE	\$194.09
TOTAL TAX AMOUNT	\$7.07
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$201.16

TENDER PAYMENT SUMMARY

CASH	\$201.16
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$201.16

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	04	\$201.16
CASHBACK	00	\$0.00
CARD SURCHARGE		\$0.00
ITEM SURCHARGE		\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
TAX1 (7.00 %)	\$101.00	\$7.07

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$150.00
CASH COLLECTED(+)	\$201.16
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

2.22.2 Cash Register - Closing Drawer Reconciliation

Closing Drawer Reconciliation will allow you to count your cash drawer at end of shift

RETAILZPOS 10007

T/A : Apr 28, 2002

CLOSING DRAWER RECONCILIATION

OPENING BALANCE(+)	: \$150.00	PENNIES (\$0.01)	: 00 \$0.00	TWO-DOLLAR (\$2.00)	: 00 \$0.00
CASH PAIDIN(+)	: \$0.00	NICKELS (\$0.05)	: 00 \$0.00	FIVE (\$5.00)	: 00 \$0.00
CASH PAIDOUT(-)	: \$0.00	DIMES (\$0.10)	: 00 \$0.00	TENS (\$10.00)	: 00 \$0.00
CASH DROPPED(-)	: \$0.00	QUARTERS (\$0.25)	: 00 \$0.00	TWENTIES (\$20.00)	: 00 \$0.00
DRAWER DIFFERENCE	: +\$150.00	HALF-DOLLAR (\$0.50)	: 00 \$0.00	FIFTIES (\$50.00)	: 00 \$0.00
CASH COLLECTED(+)	: \$201.16	DOLLAR (\$1.00)	: 00 \$0.00	HUNDREDS (\$100.00)	: 00 \$0.00
CASH IN HAND	: \$351.16				

TOTAL CASH BREAKDOWN

TOTAL \$0.00

HOUSE ACCOUNT OUT : \$0.00

TOTAL CREDIT CARD : \$0.00

TOTAL EBT : \$0.00

TOTAL CHECKS : \$0.00

PRINT END SHIFT

LOT TO ONLINE/SCRATCH \$0.00 CASH DROPPED(-) \$0.00

TOTAL PAYOUT \$0.00

2.22.3 Cash Register - Confirm End Shift

Tap **YES** to confirm end shift

←
T/A : Apr 28, 2002
RETAILZPOS
10007
⚙️

START DATE Apr 27, 2023
END DATE Apr 28, 2023
BATCH 10007
VIEW REPORT

\$201.16	\$7.07	\$194.09	\$0.00	\$201.16	\$0.00	\$0.00	\$	END SHIFT
GROSS RECEIVED	TOTAL TAX	NET REVENUE	TOTAL CARD	TOTAL CASH	TOTAL EBT	TOTAL DISCOUNT	TOTAL	

SALES SUMMARY

TAXABLE	\$101.00
NON-TAXABLE	\$88.09
NON REVENUE	\$5.00
NET REVENUE	\$194.09
TOTAL TAX AMOUNT	\$7.07
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$201.16

TENDER PAYMENT SUMMARY

CASH	\$201.16
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$201.16

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	04	\$201.16
CASHBACK	00	\$0.00
CARD SURCHARGE		\$0.00
ITEM SURCHARGE		\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
TAX1 (7.00 %)	\$101.00	\$7.07

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$150.00
CASH COLLECTED(+)	\$201.16
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

Are you sure, you want to perform End-Shift?

NO **YES**

2.22.4 Cash Register - Print End Shift Report

Tap **YES** to print end shift report

⏪
T/A : Apr 28, 2002
RETAILZPOS
10007

START DATE

END DATE

BATCH

VIEW REPORT

\$201.16
GROSS RECEIVED

\$7.07
TOTAL TAX

\$194.09
NET REVENUE

\$0.00
TOTAL CARD

\$201.16
TOTAL CASH

\$0.00
TOTAL EBT

\$0.00
TOTAL DISCOUNT

\$
TOTAL

SALES SUMMARY

TAXABLE	\$101.00
NON-TAXABLE	\$88.09
NON REVENUE	\$5.00
NET REVENUE	\$194.09
TOTAL TAX AMOUNT	\$7.07
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$201.16

TENDER PAYMENT SUMMARY

CASH	\$201.16
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CA	\$0.00
DEBIT CAR	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$201.16

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	04	\$201.16
CASHBACK	00	\$0.00
CARD SURCHARGE	00	\$0.00
ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
TAX1 (7.00 %)	\$101.00	\$7.07

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$150.00
CASH COLLECTED(+)	\$201.16
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

3 Time Card - Access Time Card

To access employee time cards, tap **Time Card** from your main menu

RETAILZPOS

PATELPROCESSING OFFICE



3.1 Time Card - Time Card Menu

From the time card menu you can **clock in and out** employees as well as **break**, **resume** and **end shift**

 **TIME CARD**

RETAILZPOS

CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
---------	---------------	---------------	-------	---------

EMPLOYEES

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	    
01	RITESH PATEL*	    

3.2 Time Card - Return To Main Screen

Tap the **arrow** next to time card to return to your main menu

The screenshot shows the RETAILZPOS Time Card interface. At the top, there is a header bar with the RETAILZPOS logo, a settings gear icon, and a help question mark icon. Below the header, there is a section for 'TIME CARD' with a red callout box and an arrow pointing to a back arrow icon. The callout box contains the text: 'Tap here to Home screen Time Card, Item management, Back office and other modules'. Below this, there is a table with columns for 'CHECK-IN TIME', 'HOURS', and 'MINUTES'. At the bottom, there is a section for 'EMPLOYEES' with a table listing employee details and actions.

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	    
01	RITESH PATEL*	    

3.3 Time Card - Employee Time Adjustment

Tap the cog to access employee time adjustments

TIME CARD

RETAILZPOS

CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HC
---------	---------------	---------------	----

EMPLOYEES

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	
01	RITESH PATEL*	

Tap here to go for Time Adjustment

Adjust working hours of employees.

3.3.1 Time Card - Adjusted Time

From your Adjusted Time menu you can **edit** employee time clocks

ADJUSTED TIME

START DATE: Apr 29, 2023 END DATE: Apr 29, 2023

SELECT EMPLOYEE: <Select Employee>

ID	Reg.N o	Clock In	Clock Out	Hours/Min	Adj Hr/Adj Min	Total Hr/Min	Days	Action
01	10069	Apr 28, 2023 12:46 PM	Apr 28, 2023 04:21 PM	03 : 34	03 : 34	03 : 34	-	
01	10069	Apr 28, 2023 12:45 PM	Apr 28, 2023 12:46 PM	00 : 00	00 : 00	00 : 00	-	

3.3.2 Time Card - Employee Action

Tap **Action** to perform employee time clock edits

TIME CARD **RETAILZPOS**

CLOCK-IN EMPLOYEES

ADJUSTED TIME

START DATE: Apr 29, 2023 END DATE: Apr 29, 2023

SELECT EMPLOYEE: <Select Employee>

ID	Reg.No	Clock In	Clock Out	Hours/Min	Adj Hr/Adj Min	Total Hr/Min	Days	Action
01	10069	Apr 28,2023 12:46 PM	Apr 28,2023 04:21 PM	03 : 34	03 : 34	03 : 34	-	
01	10069	Apr 28,2023 12:45 PM	Apr 28,2023 12:46 PM	00 : 00	00 : 00	00 : 00	-	

3.3.3 Time Card - Employee Time Log Entry

Enter employee time clock changes as needed

The screenshot displays the 'TIME CARD' interface in the RetailzPOS system. At the top, there is a navigation bar with a back arrow, the text 'TIME CARD', the 'RETAILZPOS' logo, and settings/help icons. Below this, the 'CLOCK-IN EMPLOYEES' section is visible, featuring a table with columns for 'SR. NO.', 'ADJUSTED TIME', and a status toggle set to 'YES'. The table has two rows, both with '01' in the 'SR. NO.' column. A modal window titled 'ADD TIME LOG' is open in the center, containing the following fields:

Field	Value
EMPLOYEE ID	1
EMPLOYEE NAME	EMPLOYEE A
CLOCK-IN DATE	Apr 28, 2023
CLOCK-IN TIME	12:46 PM
CLOCK-OUT DATE	Apr 28, 2023
CLOCK-OUT TIME	04:21 PM

Red arrows point from the labels to the input fields. A red arrow also points from the 'SAVE' button at the bottom right of the modal to the 'CLOCK-OUT TIME' field. The 'SAVE' button is a red button with a white checkmark icon.

3.4 Time Card - Clock In

Tap **Clock in** to perform clock in

TIME CARD **RETAILZPOS** ⚙️ ?

CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
---------	---------------	---------------	-------	---------

EMPLOYEES

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	   
01	RITESH PATEL*	   

Tap here to Clock In
Start the working hour count.

3.4.1 Time Card - Clock In Pin

Enter employee pin to clock in

The screenshot displays the RETAILZPOS Time Card interface. At the top, there is a header bar with a back arrow, the text "TIME CARD", the "RETAILZPOS" logo, and icons for settings and help. Below the header, the "CLOCK-IN EMPLOYEES" section features a table with columns: SR. NO., EMPLOYEE NAME, CHECK-IN TIME, HOURS, and MINUTES. A central "CLOCKIN" modal is overlaid, containing a numeric keypad with buttons for asterisks, digits 1-9, 0, a backspace button, and an "ENTER" button. A red arrow points to the "ENTER" button. Below the modal, the "EMPLOYEES" section shows a table with columns: ID, EMPLOYEE NAME, and ACTION. The table lists two employees: "01 EMPLOYEE A" and "01 RITESH PATEL*". The "ACTION" column for each employee contains a row of icons for various time management functions.

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
01	EMPLOYEE A			
01	RITESH PATEL*			

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	[Icons: Clock, Calendar, Document, etc.]
01	RITESH PATEL*	[Icons: Clock, Calendar, Document, etc.]

3.5 Time Card - Clock Out

Tap **Clock Out** to perform clock out

 **TIME CARD**

RETAILZPOS

CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
---------	---------------	---------------	-------	---------

EMPLOYEES

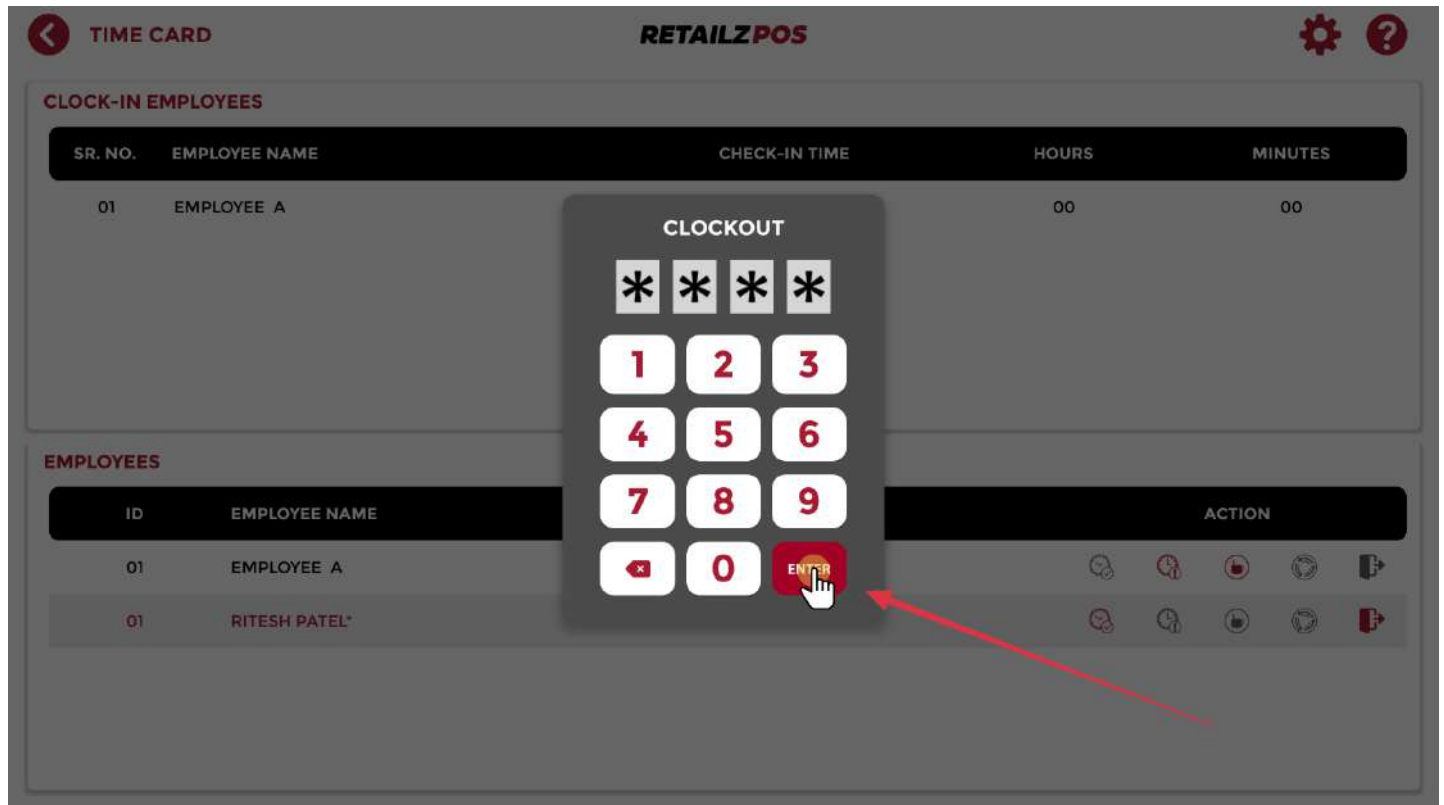
ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	
01	RITESH PATEL*	

Tap here to Clock Out

Close the working hour count

3.5.1 Time Clock - Clock Out Pin

Enter employee pin to clock out



3.6 Time Card - Break

Tap **Break** to perform going on break

← TIME CARD **RETAILZPOS** ⚙️ ?

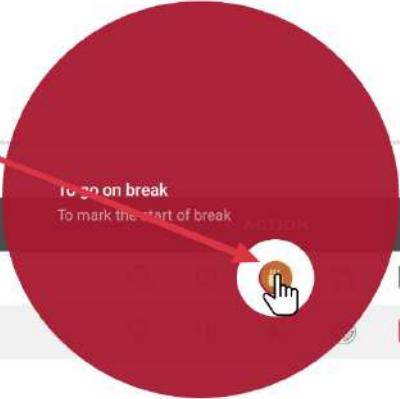
CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
---------	---------------	---------------	-------	---------

EMPLOYEES

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	
01	RITESH PATEL*	

To go on break
To mark the start of break



3.6.1 Time Card - Break Pin

Enter employee pin to go on break

The screenshot displays the RETAILZPOS Time Card interface. At the top, there is a header bar with a back arrow, the text "TIME CARD", the "RETAILZPOS" logo, and settings/help icons. Below the header, the "CLOCK-IN EMPLOYEES" section contains a table with columns: SR. NO., EMPLOYEE NAME, CHECK-IN TIME, HOURS, and MINUTES. The table has one row with "01", "EMPLOYEE A", and "00" in the last two columns. A "BREAK" modal is centered on the screen, featuring a numeric keypad with buttons for asterisks, numbers 1-9, 0, a backspace button, and an "ENTER" button. A red arrow points to the "ENTER" button. Below the modal, the "EMPLOYEES" section shows a table with columns: ID, EMPLOYEE NAME, and ACTION. It lists "EMPLOYEE A" and "RITESH PATEL*".

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
01	EMPLOYEE A		00	00

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	[Icons]
01	RITESH PATEL*	[Icons]

3.7 Time Card - Resume Break

Tap **Resume** to resume from break

 **TIME CARD**

RETAILZPOS

CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
---------	---------------	---------------	-------	---------

EMPLOYEES

ID	EMPLOYEE NAME
01	EMPLOYEE A
01	RITESH PATEL*

Tap here to resume
To mark the return from the break



3.7.1 Time Card - Resume Pin

Enter employee pin to resume from break

The screenshot displays the 'TIME CARD' interface in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the title 'TIME CARD', the 'RETAILZPOS' logo, and settings and help icons. Below this, the 'CLOCK-IN EMPLOYEES' section contains a table with columns for 'SR. NO.', 'EMPLOYEE NAME', 'CHECK-IN TIME', 'HOURS', and 'MINUTES'. The first row shows '01' for 'EMPLOYEE A' with '00' hours and '00' minutes. A modal window titled 'RESUME' is centered on the screen, featuring a numeric keypad with buttons for asterisks, digits 1-9, 0, a backspace button, and an 'ENTER' button. A red arrow points to the 'ENTER' button. Below the modal, the 'EMPLOYEES' section shows a list of employees with columns for 'ID', 'EMPLOYEE NAME', and 'ACTION'. The first two rows are '01' for 'EMPLOYEE A' and '01' for 'RITESH PATEL*'. The 'ACTION' column contains icons for various functions.

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
01	EMPLOYEE A		00	00

ID	EMPLOYEE NAME	ACTION
01	EMPLOYEE A	[Icons]
01	RITESH PATEL*	[Icons]

3.8 Time Card - End Shift

Tap **End Shift** to perform employee end shift

TIME CARD **RETAILZPOS** ⚙️ ?

CLOCK-IN EMPLOYEES

SR. NO.	EMPLOYEE NAME	CHECK-IN TIME	HOURS	MINUTES
---------	---------------	---------------	-------	---------

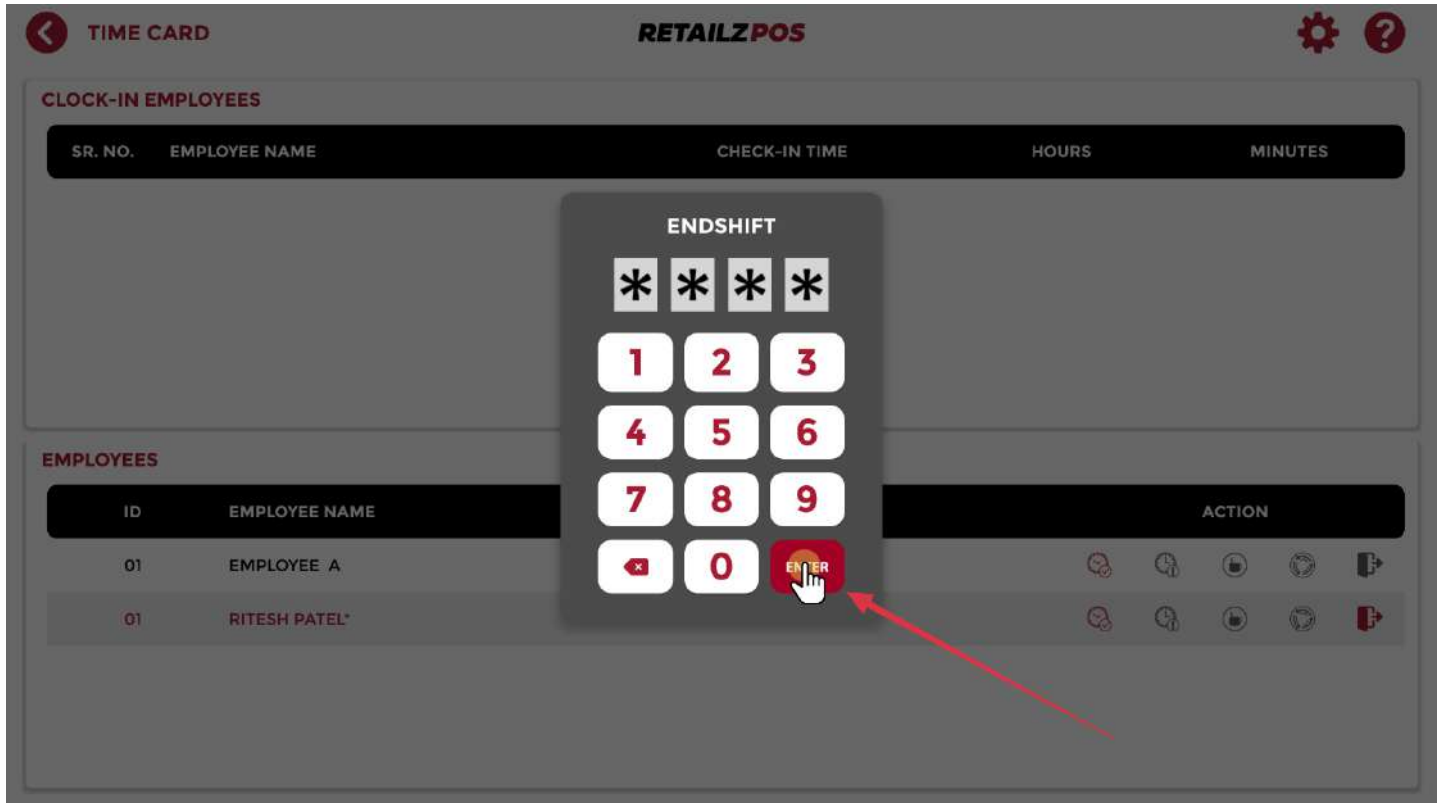
EMPLOYEES

ID	EMPLOYEE NAME	
01	EMPLOYEE A	⌚
01	RITESH PATEL*	⌚

Tap here to perform End Shift
Proceed to close the current batch

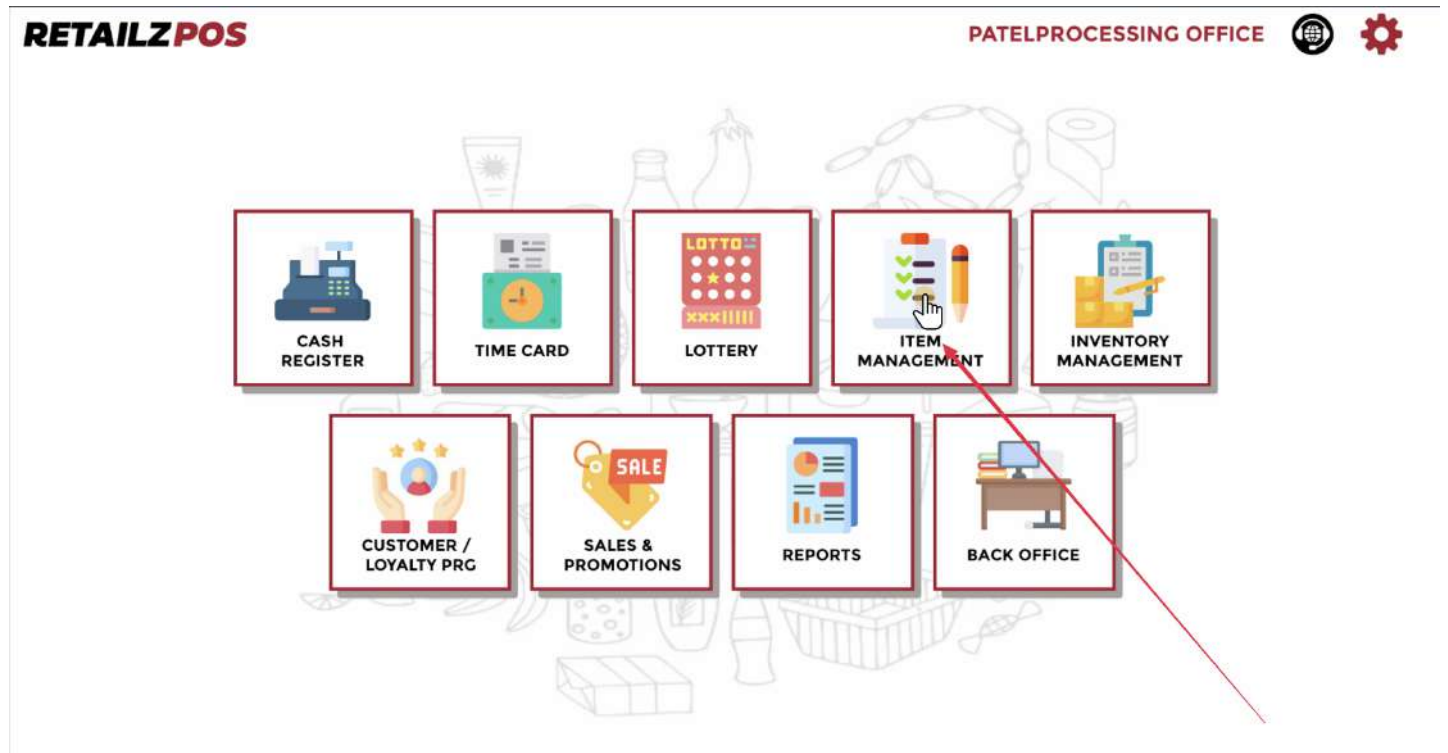
3.8.1 Time Card - End Shift Pin

Enter employee pin to perform end shift



4 Item Management - Access Item Management

To access Item Management, tap **Item Management** from your main menu



4.1 Item Management - Return To Main Menu From Item Management

Within your item management menu you will be able to **access all features** of products in your store

RETAILZPOS

Tap here for: Home screen
Time Card, Item Management,
Back office and other modules

	↑	SIZE	↑	PACK	↑	UNIT COST	↑	ITEM TYPE	↑	RETAIL PRICE	↑	ITEM STOCK	↑
						\$0.00		01		\$0.00		00	
						\$0.00		01		\$10.10		00	
						\$0.00		01		\$5.05		00	
						\$0.00		01		\$8.12		-22	
						\$0.00		01		\$2.06		00	
10						\$0.00		01		\$2.06		00	
11						\$0.00		01		\$2.06		00	
12						\$0.00		01		\$10.10		-412	
13						\$0.00		01		\$10.70		10	
14						\$0.00		01		\$10.70		20	
15						\$0.00		01		\$10.19		10	
16						\$0.00		01		\$10.19		10	
17						\$0.00		01		\$12.82		10	

☐ Include In-Active Items

TOTAL : 98

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.2 Item Management - Item Management Main Screen

Tap the **arrow** next to item management to return to your main menu


ITEM MANAGEMENT


RETAILZPOS



SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
103	BISCOFF			\$0.00	01	\$3.99	-13	
10104	Hi			\$0.00	01	\$0.00	-18	
10106	Test1			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	-10	
10103	Hello World			\$0.00	01	\$0.00	-7	
10105	Liquor Dep			\$0.00	01	\$0.00	-3	
12	Test mp			\$0.00	01	\$10.10	-819	
04	Lotto Online			\$0.00	01	\$5.00	-6	
07	Test Item			\$0.00	01	\$8.12	-325	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$25.79	20	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.00	10	
09	Test999			\$0.00	01	\$2.06	00	

☐ Include In-Active Items
 TOTAL : 102


 FILTER
  REFRESH
  SPLIT-PACK
  HISTORY
  CHANGE PRICE
  ADD TO GROUP
  PRINT LABEL

4.3 Item Management - Help Feature

Tap the **Help Icon** for an interactive screen tutorial

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
04	Lotto Online			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	00	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
07	Test Item			\$0.00	01	\$8.12	-22	
09	Test999			\$0.00	01	\$2.06	00	
10	Test999			\$0.00	01	\$2.06	00	
11	Test 876			\$0.00	01	\$2.06	00	
12	Test mp			\$0.00	01	\$10.10	-412	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20	
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.19	10	
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	

☐ Include In-Active Items

TOTAL : 98

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.4 Item Management - Refresh Item Management Menu

To refresh your item management menu, tap the **RetailzPOS** logo

ITEM MANAGEMENT

Tap here to Refresh

SKU	ITEM NAME	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
04	Lotto Online	\$0.00	01	\$0.00	00
05	Lotto Payout	\$0.00	01	\$10.10	00
06	Lotto Scratch	\$0.00	01	\$5.05	00
07	Test Item	\$0.00	01	\$8.12	-22
09	Test999	\$0.00	01	\$2.06	00
10	Test999	\$0.00	01	\$2.06	00
11	Test 876	\$0.00	01	\$2.06	00
12	Test mp	\$0.00	01	\$10.10	-412
13	AM SPIRIT 85 BX MELLOW Y	\$0.00	01	\$10.70	10
14	AM SPIRIT BX FULL BODY B	\$0.00	01	\$10.70	20
15	CAMEL CRUSH REG 85 BOX M	\$0.00	01	\$10.19	10
16	CAMEL REG BLUE 85 BOX (P	\$0.00	01	\$10.19	10
17	CAPRI MAGENTA 120 BOX (P	\$0.00	01	\$12.82	10

☐ Include In-Active Items

TOTAL : 98

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.5 Item Management - Select Item

Tap an item to select that item

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
12	Test mp			\$0.00	01	\$10.10	-425	
07	Test Item			\$0.00	01	\$8.12	-55	
04	Lotto Online			\$0.00	01	\$0.00	-1	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.00	10	
05	Lotto Payout			\$0.00	01	\$10.10	00	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
09	Test999			\$0.00	01	\$2.06	00	
11	Test 876			\$0.00	01	\$2.06	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20	
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.19	10	
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10	

☐ Include In-Active Items

TOTAL : 97

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.6 Item Management - Search Item By

Tap the **Magnifying Glass** to perform an item search

ITEM MANAGEMENT

RETAILZPOS

Tap here to Search
Search based on Item name, UPC & SKU

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE		
04	Lotto Online			\$0.00	01		
05	Lotto Payout			\$0.00	01		
06	Lotto Scratch			\$0.00	01		
07	Test Item			\$0.00	01	\$8.12	
09	Test999			\$0.00	01	\$2.06	
10	Test999			\$0.00	01	\$2.06	00
11	Test 876			\$0.00	01	\$2.06	00
12	Test mp			\$0.00	01	\$10.10	-412
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.19	10
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10

☐ Include In-Active Items

TOTAL : 98

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.6.1 Item Management - Item Search

Tap the **dropdown** to select your item search filter

ITEM MANAGEMENT

RETAILZPOS

UPC

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
04	Lotto Online			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	00	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
07	Test Item			\$0.00	01	\$8.12	-22	
09	Test999			\$0.00	01	\$2.06	00	
10	Test999			\$0.00	01	\$2.06	00	
11	Test 876			\$0.00	01	\$2.06	00	
12	Test mp			\$0.00	01	\$10.10	-412	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20	
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.19	10	
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	

☐ Include In-Active Items

TOTAL : 98

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.6.2 Item Management - Select Item Search Filter

Select your **Item Filter** type

ITEM MANAGEMENT **RETAILZPOS**

UPC

SKU	ITEM NAME	SIZE	PACK	UPC	ITEM TYPE	RETAIL PRICE	ITEM STOCK	
103	BISCOFF			\$	01	\$3.99	-13	
10104	Hi			\$	01	\$0.00	-18	
10106	Test1			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	-10	
10103	Hello World			\$0.00	01	\$0.00	-7	
10105	Liquor Dep			\$0.00	01	\$0.00	-3	
12	Test mp			\$0.00	01	\$10.10	-819	
04	Lotto Online			\$0.00	01	\$5.00	-6	
07	Test Item			\$0.00	01	\$8.12	-325	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$25.79	20	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.00	10	
09	Test999			\$0.00	01	\$2.06	00	

☐ Include In-Active Items

TOTAL : 102

4.7 Item Management - Apply Item Filter

Tap **Filter** to do a custom item filter search

The screenshot shows the 'ITEM MANAGEMENT' screen in the RetailzPOS application. The screen displays a list of items with columns for SKU, ITEM NAME, SIZE, PACK, UNIT COST, ITEM TYPE, RETAIL PRICE, and ITEM STOCK. A red overlay with a hand icon points to the 'Filter' button in the bottom navigation bar. The text 'Tap this button to apply filter' and 'You can set filter preferences here' is visible on the overlay. The bottom navigation bar includes buttons for HISTORY, CHANGE PRICE, ADD TO GROUP, and PRINT LABEL. The top right corner shows a search icon and a help icon. The bottom right corner shows a 'TOTAL : 98' label and a grid icon.

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
04	Lotto Online			\$0.00	01	\$0.00	00
05	Lotto Payout			\$0.00	01	\$10.10	00
06	Lotto Scratch			\$0.00	01	\$5.05	00
07	Test Item			\$0.00	01	\$8.12	-22
09	Test999			\$0.00	01	\$2.06	00
10	Test999			\$0.00	01	\$2.06	00
11	Test 876			\$0.00	01	\$2.06	00
12	Test mp			\$0.00	01	\$10.10	-412
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10
14	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	20
15	CAMEL CRUSH 850 45 BOX M			\$0.00	01	\$10.19	10
16	CAMEL CRUSH 850 45 BOX M			\$0.00	01	\$10.19	10
17	CATN - MACINTA 120 BOX M			\$0.00	01	\$12.82	10

Tap this button to apply filter
You can set filter preferences here

TOTAL : 98

HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.7.1 Item Management - Select Item Filter By

Tap **Select Filter** to choose your filter by selection

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter >

FILTER CONDITION : < Select Filter >

FILTER VALUE : 0.00 To 0.00

☒ **ALL**
☐ **NON-TAXABLE**
☐ **TAXABLE**

☐ BY AS CASE
 ☐ OPEN PRICE
 ☐ OPEN QUANTITY

☐ NON REVENUE
 ☐ EBT
 ☐ NON-DISCOUNTABLE

☐ NON RETURN
 ☐ DELI-PLU
 ☐ IN-ACTIVE

☐ Include In-Active Items

TOTAL : 97

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.7.2 Item Management - Select Item Filter

Tap your **item filters** you wish to choose from

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter >

FILTER CONDITION :

- ☒ ALL
- ☐ BY AS CASE
- ☐ NON REVENUE
- ☐ NON RETURN

Filter Options:

- ☐ Item Type
- ☐ Department
- ☐ Category
- ☐ Sub Category
- ☐ Item Size
- ☐ Item Pack
- ☐ Item Group

FILTER VALUE : 0.00 To 0.00

☐ TAXABLE

☐ OPEN QUANTITY

☐ NON-DISCOUNTABLE

☐ IN-ACTIVE

OK **RESET**

☐ Include In-Active Items

TOTAL : 97

Bottom Bar: FILTER, REFRESH, SPLIT-PACK, HISTORY, CHANGE PRICE, ADD TO GROUP, PRINT LABEL

4.7.3 Item Management - Apply Filter Condition

Tap **Filter Condition** to apply a filter condition

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter > → **ADVANCE FILTER**

FILTER CONDITION : < Select Filter > **FILTER VALUE** : 0.00 To 0.00

☒ **ALL**
☐ **NON-TAXABLE**
☐ **TAXABLE**

☐ BY AS CASE
 ☐ OPEN PRICE
 ☐ OPEN QUANTITY

☐ NON REVENUE
 ☐ EBT
 ☐ NON-DISCOUNTABLE

☐ NON RETURN
 ☐ DELI-PLU
 ☐ IN-ACTIVE

OK **RESET**

☐ Include In-Active Items **TOTAL : 97**

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.7.4 Item Management - Select Filter Condition

Select your **filter conditions**

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter > → **ADVANCE FILTER**

FILTER CONDITION : < Select Filter > **FILTER VALUE** : 0.00 To 0.00

☒ **ALL**
☐ BY AS CASE
☐ NON REVENUE
☐ NON RETURN

☐ **TAXABLE**
☐ OPEN QUANTITY
☐ NON-DISCOUNTABLE
☐ IN-ACTIVE

OK **RESET**

☐ Include In-Active Items **TOTAL : 97**

FILTER **REFRESH** **SPLIT-PACK** **HISTORY** **CHANGE PRICE** **ADD TO GROUP** **PRINT LABEL**

4.7.5 Item Management - Apply Filter Value

Tap **Filter Value** to enter your values

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter > → **ADVANCE FILTER**

FILTER CONDITION : Unit Price **FILTER VALUE** : 0.00 To 0.00

☒ **ALL**
☐ **NON-TAXABLE**
☐ **TAXABLE**

☐ BY AS CASE
 ☐ OPEN PRICE
 ☐ OPEN QUANTITY

☐ NON REVENUE
 ☐ EBT
 ☐ NON-DISCOUNTABLE

☐ NON RETURN
 ☐ DELI-PLU
 ☐ IN-ACTIVE

OK **RESET**

☐ Include In-Active Items **TOTAL : 97**

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.7.6 Item Management - Enter Filter Value

Enter your **filter value**

The screenshot displays the 'ITEM MANAGEMENT' screen in the RetailzPOS application. The top header shows the app name 'RETAILZPOS' and navigation icons. Below the header is a table with columns: SKU, ITEM NAME, SIZE, PACK, UNIT COST, ITEM TYPE, RETAIL PRICE, and ITEM STOCK. The table lists several items, including 'Test mp', 'Test Item', and 'CAPRI MEN INDIGO 100 BOX'.

Below the table, the 'FILTER ITEMS' section is active. It includes a 'FILTER BY' dropdown menu set to '< Select Filter >', a 'FILTER VALUE' input field set to '0.00', and a 'FILTER CONDITION' dropdown menu set to 'Unit Price'. There are also checkboxes for 'ALL', 'NON-TAXABLE', 'TAXABLE', 'BY AS CASE', 'OPEN PRICE', 'EBT', 'NON-REVENUE', 'DELI-PLU', and 'NON-RETURN'.

A numeric keypad overlay is shown on the right side of the screen, displaying '\$ 0.00'. A red arrow points from the '0.00' value in the keypad to the '0.00' value in the 'FILTER VALUE' input field. The keypad has buttons for digits 1-9, 0, a decimal point, and 'CLEAR' and 'ENTER' buttons. A hand icon is shown pressing the 'ENTER' button.

At the bottom of the screen, there is a navigation bar with icons for 'FILTER', 'REFRESH', 'SPLIT-PACK', 'HISTORY', 'CHANGE PRICE', 'ADD TO GROUP', and 'PRINT LABEL'.

4.7.7 Item Management - Apply Filter Options

Tap **all checkboxes** to apply additional item search filters

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter > → **ADVANCE FILTER**

FILTER CONDITION : Unit Price FILTER VALUE : 0.00 To 0.00

☒ **ALL**
☐ **NON-TAXABLE**
☐ **TAXABLE**

☐ BY AS CASE
 ☐ OPEN PRICE
 ☐ OPEN QUANTITY

☐ NON REVENUE
 ☐ EBT
 ☐ NON-DISCOUNTABLE

☐ NON RETURN
 ☐ DELI-PLU
 ☐ IN-ACTIVE

OK **RESET**

☐ Include In-Active Items **TOTAL : 97**

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.7.8 Item Management - Confirm Item Filter

Tap **OK** to confirm item search filter

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
12	Test mp			\$0.00	01	\$10.10	-425
07	Test Item			\$0.00	01	\$8.12	-55
04							-1
13							10
05							00
06							00
09							00
11							00
14							20
15							10
16							10
17							10
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10

FILTER ITEMS

FILTER BY : < Select Filter > → **ADVANCE FILTER**

FILTER CONDITION : Unit Price FILTER VALUE : 0.00 To 0.00

☐ ALL
 ☐ NON-TAXABLE
 ☒ TAXABLE

☐ BY AS CASE
 ☒ OPEN PRICE
 ☐ OPEN QUANTITY

☐ NON REVENUE
 ☐ EBT
 ☐ NON-DISCOUNTABLE

☐ NON RETURN
 ☐ DELI-PLU
 ☐ IN-ACTIVE

OK **RESET**

☐ Include In-Active Items **TOTAL : 97**

FILTER REFRESH SPLIT-PACK HISTORY CHANGE PRICE ADD TO GROUP PRINT LABEL

4.8 Item Management - Refresh Item list

Click refresh item list to refresh all changes

ITEM MANAGEMENT **RETAILZPOS**

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK	
04	Lotto Online			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	00	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
07	Test Item			\$0.00	01	\$8.12	-22	
09	Test999			\$0.00	01	\$2.06	00	
10	Test999			\$0.00	01	\$2.06	00	
11	Test 876			\$0.00	01	\$2.06	00	
12	Test mp			\$0.00	01	\$10.10	-412	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10	
14	AM SPIRIT BX FULL FLAVOR			\$0.00	01	\$10.70	20	
15	CAMEL CROWN 100 85 BOX IN			\$0.00	01	\$10.19	10	
16	CAMEL RED 100 85 BOX IN			\$0.00	01	\$10.19	10	
17	CAMEL MILD 100 85 BOX IN			\$0.00	01	\$12.82	10	

☐ Include In-A

Tap to refresh Item List
All data will be updated again

TOTAL : 98

< ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
103	BISCOFF			\$0.00	01	\$3.99	-13	
10104	Hi			\$0.00	01	\$0.00	-18	
10106	Test1			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	-10	
10103	Hello World			\$0.00	01	\$0.00	-7	
10105	Liquor Dep			\$0.00	01	\$0.00	-3	
12	Test mp			\$0.00	01	\$10.10	-819	
04	Lotto Online			\$0.00	01	\$5.00	-6	
07	Test Item			\$0.00	01	\$8.12	-325	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$25.79	20	
13	AM SPIRIT 85 BX HELLO W			\$0.00	01	\$20.00	10	
09	Test999			\$0.00	01	\$2.06	00	

☐ Include In-Active Items

Tap here to use Split pack feature
Add, edit, remove, show in dialog box.

TOTAL : 102

HOME ADD NEW EDIT DELETE ADD TO GROUP PRINT LABEL

4.10 Item Management - Quick Change Item Price

ITEM MANAGEMENT **RETAILZPOS**  

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
103	BISCOFF			\$0.00	01	\$3.99	-13	
10104	Hi			\$0.00	01	\$0.00	-18	
10106	Test1			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	-10	
10103	Hello World			\$0.00	01	\$0.00	-7	
10105	Liquor Dep			\$0.00	01	\$0.00	-3	
12	Test mp			\$0.00	01	\$10.10	-819	
04	Lotto Online			\$0.00	01	\$5.00	-6	
07	Test Item			\$0.00	01	\$8.12	-325	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$25.79	20	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.00	10	
09	Test999			\$0.00	01	\$2.06	00	

☐ Include In-Active Items

TOTAL : 102 

Tap here to change Price
Just select the item and change the price

Bottom Bar: FILTER, REFRESH,  (selected), , , , 

4.11 Item Management - Add To Item Group

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
103	BISCOFF			\$0.00	01	\$3.99	-13	
10104	Hi			\$0.00	01	\$0.00	-18	
10106	Test1			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	-10	
10103	Hello World			\$0.00	01	\$0.00	-7	
10105	Liquor Dep			\$0.00	01	\$0.00	-3	
12	Test mp			\$0.00	01	\$10.10	-819	
04	Lotto Online			\$0.00	01	\$5.00	-6	
07	Test Item			\$0.00	01	\$8.12	-325	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$25.79	20	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.10	10	
09	Test999			\$0.00	01	\$4.05	00	

☐ Include In-Active Items

FILTER
 REFRESH
 SPLIT-PACK

Tap here to manage Items Groups

Add , edit, delete, in Active, change sequence, etc.

TOTAL : 102

4.12 Item Management - Print Label

Select 'Print Labels' to print item labels

The screenshot shows the 'ITEM MANAGEMENT' screen in the RetailzPOS application. The screen displays a list of items with columns for SKU, ITEM NAME, SIZE, PACK, UNIT COST, ITEM TYPE, RETAIL PRICE, and ITEM STOCK. A red circle highlights the 'Print Labels' button in the bottom right corner, with a callout text that reads: 'Tap here to print Labels. Select item, click on this button, Choose the label layout, Print.'.

SKU	ITEM NAME	SIZE	PACK	UNIT COST	ITEM TYPE	RETAIL PRICE	ITEM STOCK
04	Lotto Online			\$0.00	01	\$0.00	00
05	Lotto Payout			\$0.00	01	\$10.10	00
06	Lotto Scratch			\$0.00	01	\$5.05	00
07	Test Item			\$0.00	01	\$8.12	-22
09	Test999			\$0.00	01	\$2.06	00
10	Test999			\$0.00	01	\$2.06	00
11	Test 876			\$0.00	01	\$2.06	00
12	Test mp			\$0.00	01	\$10.10	-412
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.70	10
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.70	10
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$10.70	10

☐ Include In-Active Items

Tap here to print Labels
Select item, click on this button, Choose the label layout, Print.

TOTAL: \$0.00

Bottom navigation bar: FILTER, REFRESH, SPLIT-PACK, HISTORY, CHANGE, ADD NEW ITEM.

4.13 Item Management - Access Item Functions

Tap the **Item Function Icon** to access your item functions

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
04	Lotto Online			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	00	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
07	Test Item			\$0.00	01	\$8.12	-22	
09	Test999			\$0.00	01	\$2.06	00	
10	Test999			\$0.00	01	\$2.06	00	
11	Test 876			\$0.00	01	\$2.06	00	
12	Test mp			\$0.00	01	\$10.10	00	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20	
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.70	10	
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.70	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$10.70	10	

☐ Include In-Active Items

FILTER
 REFRESH
 SPLIT-PACK
 HISTORY
 CHANGE PRICE
 ADD TO GROUP
 PRINT LABEL

Tap here for more operations

Add, edit, delete, tag along, in-active, clone

4.13.1 Item Management - Add New Item

Tap **Add** to add a new item to your store

ITEM MANAGEMENT
RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
04	Lotto Online			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	00	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
07	Test Item			\$0.00	01	\$8.12	-22	
09	Test999			\$0.00	01	\$2.06	00	Tag Along
10	Test999			\$0.00	01	\$2.06	00	Clone
11	Test 876			\$0.00	01	\$2.06	00	
12	Test mp			\$0.00	01	\$10.10	-4	In-Active
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$10.70	10	Delete
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20	
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.19	10	Edit
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	Add

☐ Include In-Active Items

TOTAL : 98

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

Your **item menu** is where you will be able to make all changes to your products

RetailzPOS Register User Manual

Enter your **new item name** when inputting a new product in your store

RetailzPOS Register User Manual

4.13.1.3 Item Management - Select Item Department

Tap **Department** to add an item to a department

ADD ITEM
RETAILPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE < Select ItemSize >

NAME

ITEM TYPE Standard

PACK SIZE < Select ItemPack >

BRAND < Select Brand >

AGE < Select Age >

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ OPEN PRICE

☐ OPEN QUANTITY

☐ NON REVENUE

☐ EBT

☐ NON-DISCOUNTABLE

☐ NON RETURN

☐ DELI-PLU

☐ IN-ACTIVE

☐ IS-NEGATIVE

UNIT IN CASE

CASE PRICE \$

UNIT COST \$

CASE COST \$

BUYDOWN \$

RETAIL PRICE \$

MARKUP %

MARGIN %

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC LIST MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

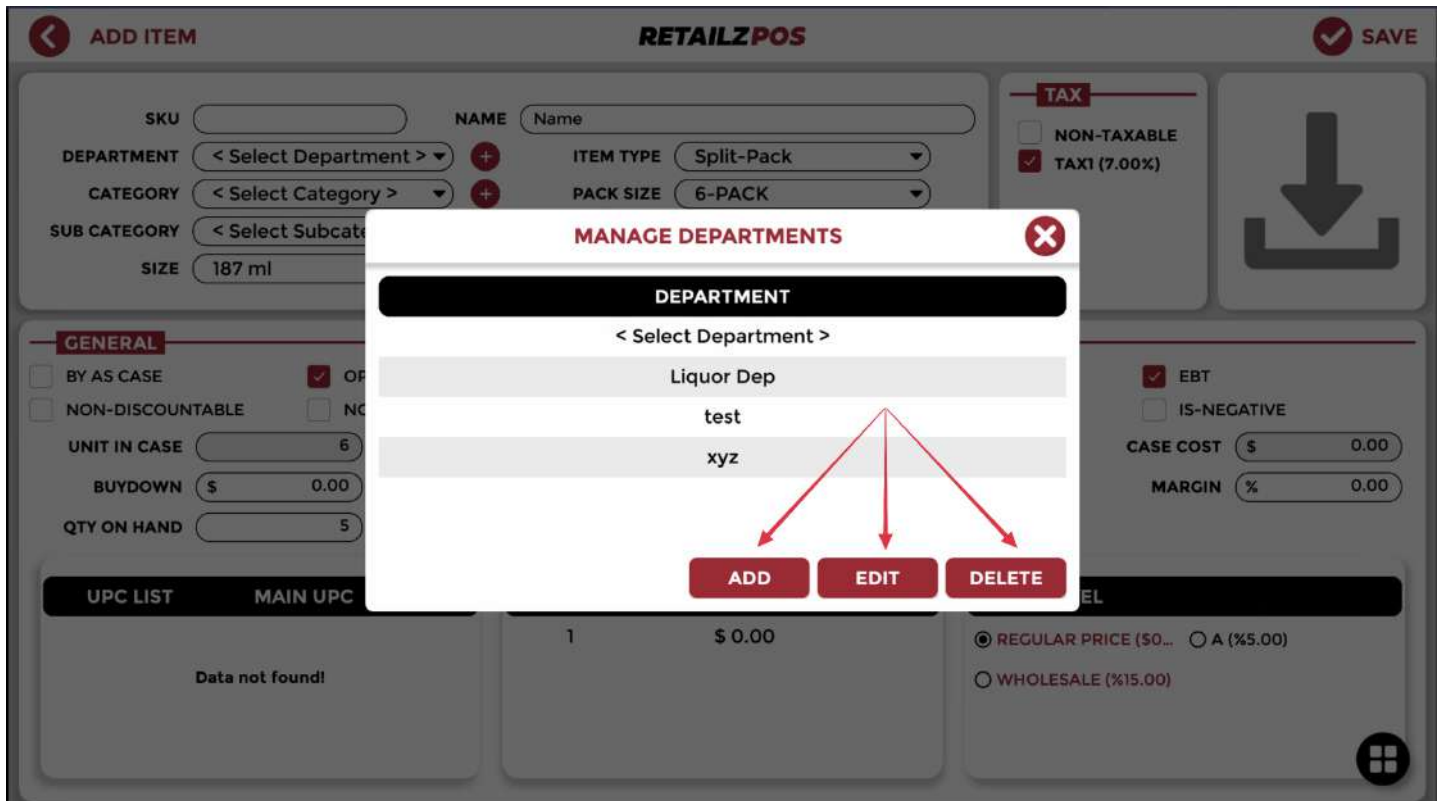
☐ WHOLESALE (%15.00)

To open your department menu, tap the **plus sign** next to department

RetailzPOS Register User Manual

4.13.1.5 Item Management - Add, Edit or Delete Departments

From the Departments menu you can add, edit or delete any item department



4.13.1.6 Item Management - Add New Department

Tap **ADD** to add a new department

The screenshot displays the 'ADD ITEM' screen in the RetailzPOS Register app. A modal titled 'MANAGE DEPARTMENTS' is open in the center, showing a list of departments: '< Select Department >', 'Liquor Dep', 'test', and 'xyz'. A red arrow points from the 'test' department to the 'ADD' button at the bottom of the modal. The background screen shows various input fields for item details, including SKU, NAME, DEPARTMENT, CATEGORY, SUB CATEGORY, SIZE, ITEM TYPE, PACK SIZE, TAX, GENERAL settings, and pricing information.

ADD ITEM **RETAILZPOS** **SAVE**

SKU NAME Name

DEPARTMENT **+** ITEM TYPE **+**

CATEGORY **+** PACK SIZE **+**

SUB CATEGORY **+**

SIZE

GENERAL

☐ BY AS CASE ☒ OFF ☐ NON-DISCOUNTABLE ☐ NO

UNIT IN CASE

BUYDOWN \$

QTY ON HAND

TAX

☐ NON-TAXABLE ☒ TAX1 (7.00%)

EBT ☒ **IS-NEGATIVE** ☐

CASE COST \$

MARGIN %

UPC LIST **MAIN UPC**

Data not found!

1 \$ 0.00

REGULAR PRICE (\$0.00) ☒ **A (\$5.00)** ☐ **WHOLESALE (%15.00)** ☐

MANAGE DEPARTMENTS

DEPARTMENT

< Select Department >

Liquor Dep

test

xyz

ADD **EDIT** **DELETE**

4.13.1.7 Item Management - New Department Information

Fill out all **department information** as needed

DEPARTMENT DATA

DEPARTMENT NAME :

TAX :

☐ ALLOW FOOD STAMP

☒ MARGIN ☐ MARKUP

☐ IS FAVOURITE

SURCHARGE :

VALUE(%) :

SAVE **CLOSE**

4.13.1.8 Item Management - Save New Department Information

Tap **SAVE** to save your new department

The screenshot displays the 'ADD ITEM' screen in the RetailzPOS Register app. A modal dialog titled 'DEPARTMENT DATA' is open, allowing users to enter details for a new department. The dialog includes the following fields and options:

- DEPARTMENT NAME**: A text input field.
- TAX**: A dropdown menu currently showing '0' and '<Select Tax>'.
- SURCHARGE**: A text input field.
- ALLOW FOOD STAMP**: A checkbox.
- MARGIN**: A radio button (selected).
- MARKUP**: A radio button.
- VALUE(%)**: A text input field.
- IS FAVOURITE**: A checkbox.

At the bottom of the dialog are two buttons: **SAVE** and **CLOSE**. A red arrow points from the 'TAX' dropdown to the 'SAVE' button. The background shows the 'ADD ITEM' form with fields for SKU, NAME, DEPARTMENT, CATEGORY, SUB CATEGORY, SIZE, ITEM TYPE, and PACK SIZE. There is also a 'SAVE' button in the top right corner of the app screen.

4.13.1.9 Item Management - Item Size

Tap **Size** to add a size to your item

ADD ITEM
RETAILZPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE < Select ItemSize >

NAME

ITEM TYPE Standard

PACK SIZE < Select ItemPack >

BRAND < Select Brand >

AGE < Select Age >

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ OPEN PRICE

☐ OPEN QUANTITY

☐ NON REVENUE

☐ EBT

☐ NON-DISCOUNTABLE

☐ NON RETURN

☐ DELI-PLU

☐ IN-ACTIVE

☐ IS-NEGATIVE

UNIT IN CASE

CASE PRICE \$

UNIT COST \$

CASE COST \$

BUYDOWN \$

RETAIL PRICE \$

MARKUP %

MARGIN %

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC LIST MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.1.10 Item Management - Select Item Size

Select your **item size** as needed

ADD ITEM **RETAILZPOS** **SAVE**

SKU NAME

DEPARTMENT **+** ITEM TYPE

CATEGORY **+** PACK SIZE

SUB CATEGORY **+** BRAND

SIZE **+** AGE

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ NON-DISCOUNT

UNIT IN CASE

BUYDOWN

QTY ON HAND

☐ OPEN QUANTITY

☐ DELI-PLU

☐ NON REVENUE

☐ IN-ACTIVE

☐ EBT

☐ IS-NEGATIVE

CASE PRICE \$ 0.00

UNIT COST \$ 0.00

TAIL PRICE \$ 0.00

MARKUP % 0.00

LAST COST \$

CARD PRICE \$ 0.00

CASE COST \$ 0.00

MARGIN % 0.00

UPC LIST

PRICE LEVEL

☒ REGULAR PRICE (\$0...

☐ A (%5.00)

☐ WHOLESALE (%15.00)

QTY **PRICE**

1 \$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0...

☐ A (%5.00)

☐ WHOLESALE (%15.00)

50 ml

100 ml

187 ml

200 ml

1 Lt

375 ml

500 ml

750 ml

1.5 L

1.75 L

4.13.1.11

Tap **Item Type** to choose if an item is a standard or split pack item

ADD ITEM
RETAILZPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE 187 ml

NAME Name

ITEM TYPE Standard

PACK SIZE < Select ItemPack >

BRAND < Select Brand >

AGE < Select Age >

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE ☐ OPEN PRICE ☐ OPEN QUANTITY ☐ NON REVENUE ☐ EBT

☐ NON-DISCOUNTABLE ☐ NON RETURN ☐ DELI-PLU ☐ IN-ACTIVE ☐ IS-NEGATIVE

UNIT IN CASE

BUYDOWN \$

QTY ON HAND

CASE PRICE \$

RETAIL PRICE \$

LAST COST \$

UNIT COST \$

MARKUP %

CARD PRICE \$

CASE COST \$

MARGIN %

UPC LIST MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.1.12

Select your **item type**

< ADD ITEM
RETAILZPOS
> SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE 187 ml

NAME

ITEM TYPE Standard

PACK SIZE < Select Type >

BRAND Standard

AGE Split-Pack

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ OPEN PRICE

☐ OPEN QUANTITY

☐ NON REVENUE

☐ EBT

☐ NON-DISCOUNTABLE

☐ NON RETURN

☐ DELI-PLU

☐ IN-ACTIVE

☐ IS-NEGATIVE

UNIT IN CASE

CASE PRICE \$

UNIT COST \$

CASE COST \$

BUYDOWN \$

RETAIL PRICE \$

MARKUP %

MARGIN %

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC LIST MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.1.13 Item Management - Item Pack Size

Tap **Pack Size** to select your items pack size

← EDIT ITEM
RETAILZPOS
✓ SAVE

SKU NAME

DEPARTMENT + ITEM TYPE

CATEGORY + PACK SIZE +

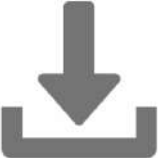
SUB CATEGORY + BRAND +

SIZE AGE

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)



GENERAL

☐ BY AS CASE
☐ NON-DISCOUNTABLE
 UNIT IN CASE
 BUYDOWN \$
 QTY ON HAND

☐ OPEN PRICE
☐ NON RETURN
 CASE PRICE \$
 RETAIL PRICE \$
 LAST COST \$

☐ OPEN QUANTITY
☐ DELI-PLU
 UNIT COST \$
 MARKUP %
 CARD PRICE \$

☐ NON REVENUE
☐ IN-ACTIVE
 CASE COST \$
 MARGIN %

☐ EBT
☐ IS-NEGATIVE

UPC LIST **MAIN UPC** +

UPC LIST	MAIN UPC
54074191129	☒

QTY **PRICE** +

QTY	PRICE
1	\$ 10.10

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.1.14 Item Management - Select Item Pack Size

Select the **pack size** of your item

The screenshot shows the 'ADD ITEM' form in the RetailzPOS application. The form is divided into several sections: a top header with a back arrow, 'ADD ITEM' text, the 'RETAILZPOS' logo, and a 'SAVE' button with a checkmark. Below the header, there are input fields for 'SKU', 'NAME', 'DEPARTMENT', 'CATEGORY', 'SUB CATEGORY', and 'SIZE'. The 'ITEM TYPE' is set to 'Split-Pack'. The 'PACK SIZE' dropdown menu is open, showing a list of options: '< Select ItemPack >', '2-PACK', '4-PACK', '6-PACK', '30-PACK', '24-PACK', '18-PACK', '15-PACK', '12-PACK', 'SINGLE', 'CARTON', '48-PACK', and '75-PACK'. A red arrow points to the '6-PACK' option, which is highlighted by a mouse cursor. To the right of the dropdown, there is a 'TAX' section with checkboxes for 'NON-TAXABLE' and 'TAX1 (7.00%)'. Below the dropdown, there is a 'GENERAL' section with various checkboxes and input fields for pricing and inventory. At the bottom, there is a 'UPC LIST' section with a 'MAIN UPC' field and a 'QTY' field. A 'PRICE LEVEL' section is also visible on the right side of the form.

ADD ITEM **RETAILZPOS** **SAVE**

SKU NAME

DEPARTMENT **+** ITEM TYPE

CATEGORY **+** PACK SIZE

SUB CATEGORY **+** BRAND

SIZE AGE

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE ☐ OPEN PRICE ☐ OPEN Q ☐ ON REVENUE ☐ EBT

☐ NON-DISCOUNTABLE ☐ NON RETURN ☐ DELI-PL ☐ -ACTIVE ☐ IS-NEGATIVE

UNIT IN CASE CASE PRICE \$

BUYDOWN \$ RETAIL PRICE \$

QTY ON HAND LAST COST \$

UPC LIST **MAIN UPC** **+**

Data not found!

QTY

1

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.1.15

Tap **Age** to make an item a age verified item for purchase

ADD ITEM
RETAILZPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE 187 ml

NAME

ITEM TYPE Split-Pack

PACK SIZE 6-PACK

BRAND < Select Brand >

AGE < Select Age >

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ OPEN PRICE

☐ OPEN QUANTITY

☐ NON REVENUE

☐ EBT

☐ NON-DISCOUNTABLE

☐ NON RETURN

☐ DELI-PLU

☐ IN-ACTIVE

☐ IS-NEGATIVE

UNIT IN CASE

CASE PRICE \$

UNIT COST \$

CASE COST \$

BUYDOWN \$

RETAIL PRICE \$

MARKUP %

MARGIN %

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC LIST MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.1.16 Item Management - Select Age For Verification

Select your age for **age verification**

ADD ITEM
RETAILZPOS
SAVE

SKU

NAME

DEPARTMENT

CATEGORY

SUB CATEGORY

SIZE

ITEM TYPE

PACK SIZE

BRAND

AGE

TAX

☐ NON-TAXABLE
☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE
☐ NON-DISCOUNTABLE
 UNIT IN CASE 0
 BUYDOWN \$ 0.00
 QTY ON HAND 00

☐ OPEN PRICE
☐ NON RETURN
 CASE PRICE \$ 0.00
 RETAIL PRICE \$ 0.00
 LAST COST \$

☐ OPEN QUANTITY
☐ DEL-PLU
 UNIT COST \$ 0.00
 MARKUP % 0.00
 CARD PRICE \$ 0.00

☐ NON REVENUE
☐ IN-ACTIVE
 CASE COST \$ 0.00
 MARGIN % 0.00

☐ EBT
☐ IS-NEGATIVE

UPC LIST

MAIN UPC

+

QTY

PRICE

+

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)
☐ WHOLESALE (%15.00)

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Select all **item operations** as needed for your items

RetailzPOS Register User Manual

4.13.2.1 Item Management - Enter Item Cost

Tap **Cost** to input your item cost

ADD ITEM
RETAILPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE 187 ml

NAME

ITEM TYPE Split-Pack

PACK SIZE 6-PACK

BRAND < Select Brand >

AGE 21

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE
☐ NON-DISCOUNTABLE

☒ OPEN PRICE
☐ NON RETURN

☐ OPEN QUANTITY
☐ DELI-PLU

☐ NON REVENUE
☐ IN-ACTIVE

☒ EBT
☐ IS-NEGATIVE

UNIT IN CASE

CASE PRICE \$

UNIT COST \$

CASE COST \$

BUYDOWN \$

RETAIL PRICE \$

MARKUP %

MARGIN %

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC LIST MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.2.2 Item Management - Item Quantity On Hand

Tap **QTY On Hand** to input your items quantity in your store

ADD ITEM
RETAILZPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE 187 ml

NAME

ITEM TYPE Split-Pack

PACK SIZE 6-PACK

BRAND < Select Brand >

AGE 21

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☒ OPEN PRICE

☐ OPEN QUANTITY

☐ NON REVENUE

☐ EBT

☐ NON-DISCOUNTABLE

☐ NON RETURN

☐ DELI-PLU

☐ IN-ACTIVE

☐ IS-NEGATIVE

UNIT IN CASE

CASE PRICE \$

UNIT COST \$

CASE COST \$

BUYDOWN \$

RETAIL PRICE \$

MARKUP %

MARGIN %

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC LIST	MAIN UPC
Data not found!	

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.2.3 Item Management - Enter Item Quantity On Hand

Enter your item quantity amount and tap either **update** to add to stock or **replace** to replace your current stock

The screenshot displays the 'ADD ITEM' screen in the RetailzPOS application. The top bar includes a back arrow, the title 'ADD ITEM', the 'RETAILZPOS' logo, and a 'SAVE' button with a checkmark. The main form is divided into several sections:

- Item Identification:** Fields for SKU, NAME, DEPARTMENT (dropdown), CATEGORY (dropdown), SUB CATEGORY (dropdown), SIZE (187 ml), ITEM TYPE (Split-Pack), PACK SIZE (6-PACK), BRAND (dropdown), and AGE (21).
- TAX:** Checkboxes for NON-TAXABLE and TAX1 (7.00%).
- GENERAL:** A grid of checkboxes including BY AS CASE, OPEN PRICE (checked), OPEN QUANTITY, NON RETURN, NON DISCOUNTABLE, DELI-PLU, NON REVENUE, and IN-ACTIVE.
- Unit and Pricing:** Fields for UNIT IN CASE (6), CASE PRICE (\$ 0.00), UNIT COST (\$), BUYDOWN (\$ 0.00), RETAIL PRICE (\$ 0.00), MARKUP (%), QTY ON HAND (10), LAST COST (\$), and CARD PRICE (\$).
- UPC List:** A table with columns 'UPC LIST' and 'MAIN UPC'. Below it, a message states 'Data not found!'. To the right, a table shows 'QTY' (1) and 'PRICE' (\$ 0.00).

A numeric keypad overlay is positioned on the right side of the screen. It features a 'Qty' label, a display showing '10', and a grid of numbers from 1 to 9, 0, and 00. At the bottom of the keypad are three buttons: a back arrow, 'UPDATE', and 'REPLACE'. A red arrow points from the 'QTY ON HAND' field in the main form to the 'REPLACE' button on the keypad.

Tap **UPC** to add a UPC to your item

RetailzPOS Register User Manual

4.13.2.5 Item Management - Auto Generate Item UPC

To auto generate a UPC, tap **AUTO GENERATE UPC**

The screenshot shows the 'ADD ITEM' screen in the RetailzPOS application. A modal titled 'ADD UPC' is open in the center, featuring a text input field for 'UPC/BARCODE' and two buttons: 'AUTO GENERATE UPC' and 'ADD'. A red arrow points from the 'AUTO GENERATE UPC' button in the modal to the 'SUB CATEGORY' dropdown menu in the background. The background screen includes various input fields for item details, a 'TAX' section, a 'GENERAL' section, and a 'PRICE LEVEL' section.

ADD ITEM RETAILZPOS SAVE

SKU NAME

DEPARTMENT ITEM TYPE

CATEGORY PACK SIZE

SUB CATEGORY BRAND

SIZE AGE

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE ☒ OPEN ☐ NON-DISCOUNTABLE ☐ NON R

UNIT IN CASE

BUYDOWN \$

QTY ON HAND

LAST COST \$

CARD PRICE \$

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

UPC LIST **MAIN UPC**

QTY PRICE

1 \$ 0.00

Data not found!

4.13.2.6 Item Management - Scan Item UPC

Tap **UPC/Barcode** to scan your items UPC

The screenshot displays the 'ADD ITEM' screen in the RetailzPOS application. A modal titled 'ADD UPC' is overlaid on the screen, featuring a text input field labeled 'UPC/BARCODE' containing the text 'ScanUPC'. A red arrow points from the 'UPC/Barcode' label in the modal to the 'UPC/Barcode' label in the background form. The background form includes fields for SKU, NAME, DEPARTMENT, CATEGORY, SUB CATEGORY, SIZE, ITEM TYPE, PACK SIZE, BRAND, AGE, TAX (NON-TAXABLE, TAX1 (7.00%)), EBT, IS-NEGATIVE, CASE COST, MARGIN, UNIT IN CASE, BUYDOWN, QTY ON HAND, LAST COST, and CARD PRICE. There are also buttons for 'AUTO GENERATE UPC' and 'ADD'. The bottom of the screen shows a table with columns 'QTY' and 'PRICE', and a 'PRICE LEVEL' section with radio buttons for 'REGULAR PRICE (\$0...)' and 'WHOLESALE (%15.00)'.

ADD ITEM **RETAILZPOS** **SAVE**

SKU NAME

DEPARTMENT **+** ITEM TYPE

CATEGORY **+** PACK SIZE

SUB CATEGORY **+** BRAND

SIZE AGE

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE ☒ OPEN ☐ NON-DISCOUNTABLE ☐ NON R

UNIT IN CASE

BUYDOWN \$

QTY ON HAND

LAST COST \$

CARD PRICE \$

UPC/BARCODE **+**

AUTO GENERATE UPC **ADD**

UPC LIST **MAIN UPC** **+**

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.2.7 Item Management - Save Item UPC

Tap **ADD** to save your items UPC

The screenshot shows the 'ADD ITEM' screen in the RetailzPOS application. The background is a dark grey interface with various input fields for item details. A white modal titled 'ADD UPC' is overlaid in the center. The modal contains a text input for 'UPC/BARCODE' with the value '629944952145' and a red 'ADD' button. A red arrow points from the 'ADD' button in the modal to the 'ADD' button in the background. The background interface includes sections for 'GENERAL' (with checkboxes for 'BY AS CASE', 'NON-DISCOUNTABLE', 'OPEN', 'NON R'), 'TAX' (with checkboxes for 'NON-TAXABLE', 'TAX1 (7.00%)'), and 'PRICE LEVEL' (with radio buttons for 'REGULAR PRICE (\$0...)' and 'WHOLESALE (%15.00)'). There is also a 'SAVE' button in the top right corner.

ADD ITEM **RETAILZPOS** **SAVE**

SKU NAME **NAME**

DEPARTMENT **ITEM TYPE** **SPLIT-PACK**

CATEGORY **PACK SIZE** **6-PACK**

SUB CATEGORY **BRAND** **< Select Brand >**

SIZE **AGE** **21**

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE ☒ OPEN

☐ NON-DISCOUNTABLE ☐ NON R

UNIT IN CASE **6**

BUYDOWN \$ **0.00**

QTY ON HAND **5**

LAST COST \$ **0.00**

CARD PRICE \$ **0.00**

PRICE LEVEL

☒ REGULAR PRICE (\$0... ☐ A (%5.00)

☐ WHOLESALE (%15.00)

UPC LIST **MAIN UPC**

Data not found!

ADD UPC

UPC/BARCODE **629944952145**

AUTO GENERATE UPC **ADD**

4.13.2.8 Item Management - Item Price By Quantity

Tap **Price** to add multiple prices to an item based on quantity purchases

ADD ITEM
RETAILZPOS
 SAVE

SKU

DEPARTMENT < Select Department >

CATEGORY < Select Category >

SUB CATEGORY < Select Subcategory >

SIZE 187 ml

NAME

ITEM TYPE Split-Pack

PACK SIZE 6-PACK

BRAND < Select Brand >

AGE 21

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ NON-DISCOUNTABLE

☒ OPEN PRICE

☐ NON RETURN

☐ OPEN QUANTITY

☐ DELI-PLU

☐ NON REVENUE

☐ IN-ACTIVE

☒ EBT

☐ IS-NEGATIVE

UNIT IN CASE 6

BUYDOWN \$ 0.00

QTY ON HAND 5

CASE PRICE \$ 0.00

RETAIL PRICE \$ 0.00

LAST COST \$

UNIT COST \$ 0.00

MARKUP % 0.00

CARD PRICE \$ 0.00

CASE COST \$ 0.00

MARGIN % 0.00

UPC LIST

MAIN UPC

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0...)

☐ WHOLESALE (%15.00)

4.13.2.9 Item Management - Item Price Entry By Quantity

Tap **Quantity** and **Unit Price** to enter your values

The screenshot displays the 'ADD ITEM' screen in the RetailzPOS Register app. A 'PRICE ENTRY' modal is open in the center, prompting the user to enter 'QUANTITY', 'UNIT PRICE', and 'TOTAL PRICE'. The 'UNIT PRICE' field is currently set to '\$ 0.00'. A hand icon is shown tapping the 'QUANTITY' field, and red arrows indicate the flow from the quantity field to the unit price field and then to the total price field. The background shows various item details like SKU, NAME, DEPARTMENT, CATEGORY, SUB CATEGORY, SIZE, ITEM TYPE, PACK SIZE, BRAND, and AGE. There are also sections for TAX (NON-TAXABLE, TAX1 7.00%), GENERAL (BY AS CASE, NON-DISCOUNTABLE, UNIT IN CASE, BUYDOWN, QTY ON HAND), and a table for UPC LIST. The bottom right corner has a menu icon.

PRICE ENTRY

QUANTITY : UNIT PRICE : TOTAL PRICE :

\$ 0.00 FOR \$ 0.00

OK CANCEL

4.13.2.10 Item Management - Save Item Price Entry

Tap **OK** to save item price by quantity entry

PRICE ENTRY

QUANTITY : 12 UNIT PRICE : \$ 2.50 FOR TOTAL PRICE : \$ 30.00

OK **CANCEL**

ADD ITEM **RETAILZPOS** **SAVE**

SKU: NAME:

DEPARTMENT: **+** ITEM TYPE:

CATEGORY: **+** PACK SIZE:

SUB CATEGORY: **+** BRAND:

SIZE: **+** AGE:

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ NON-DISCOUNTABLE

UNIT IN CASE:

BUYDOWN: \$

QTY ON HAND:

UPC LIST **MAIN UPC** **+**

Data not found!

QTY	PRICE
1	\$ 0.00

PRICE LEVEL

☒ REGULAR PRICE (\$0.00) ☐ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.3 Item Management - Create Split Pack Item

To create a split pack, tap the **quick action** icon

< ADD ITEM
RETAILZPOS
✓ SAVE

SKU

DEPARTMENT Liquor Dep +

CATEGORY < Select Category > +

SUB CATEGORY < Select Subcategory > +

SIZE < Select ItemSize >

NAME

ITEM TYPE Split-Pack

PACK SIZE 30-PACK

BRAND < Select Brand >

AGE < Select Age >

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ NON-DISCOUNTABLE

UNIT IN CASE 30

BUYDOWN \$ 0.00

QTY ON HAND 00

☐ OPEN PRICE

☐ NON RETURN

CASE PRICE \$ 0.00

RETAIL PRICE \$ 29.99

LAST COST \$

☐ OPEN QUANTITY

☐ DELI-PLU

UNIT COST \$ 0.00

MARKUP % 0.00

CARD PRICE \$ 30.89

☐ NON REVENUE

☐ IN-ACTIVE

CASE COST \$ 0.00

MARGIN % 100.00

☐ EBT

☐ IS-NEGATIVE

UPC LIST

MAIN UPC

+

Data not found!

QTY

PRICE

1 \$ 29.99

PRICE LEVEL

☐ REGULAR PRICE (\$0.00)

☒ A (%5.00)

☐ WHOLESALE (%15.00)

4.13.3.1 Item Management - Select Split Pack

Tap **Split Pack** to open your split pack menu

← ADD ITEM
RETAILZPOS
✓ SAVE

SKU NAME

DEPARTMENT +

CATEGORY +

SUB CATEGORY +

SIZE

ITEM TYPE

PACK SIZE

BRAND

AGE

TAX

☐ NON-TAXABLE

☒ TAX1 (7.00%)

GENERAL

☐ BY AS CASE

☐ NON-DISCOUNTABLE

UNIT IN CASE

BUYDOWN \$

QTY ON HAND

☐ OPEN PRICE

☐ NON RETURN

CASE PRICE \$

RETAIL PRICE \$

LAST COST \$

☐ OPEN QUANTITY

☐ DELI-PLU

UNIT COST \$

MARKUP %

CARD PRICE \$

☐ NON REVENUE

☐ IN-ACTIVE

CASE COST \$

MARGIN %

☐ EBT

☐ IS-NEGATIVE

UPC LIST **MAIN UPC** +

Data not found!

QTY **PRICE** +

1	\$ 29.99
---	----------

PRICE **SY**

☐ REGULAR

☐ WHOLESALE

General

SplitPack

Distributors

Tap **Add New Pack** to add new pack sizes for split packs

RetailzPOS Register User Manual

4.13.3.3 Item Management - Split Pack Information

Fill out all **split pack information** as needed

◀ ADD ITEM
RETAILZPOS
✓ SAVE

SKU NAME

DEPARTMENT Liquor Dep + ITEM TYPE Split-Pack

CATEGORY < Select Category > + PACK SIZE 30-PACK

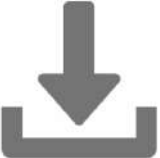
SUB CATEGORY < Select Subcategory > + BRAND < Select Brand >

SIZE < Select ItemSize > AGE < Select Age >

TAX

☐ NON-TAXABLE

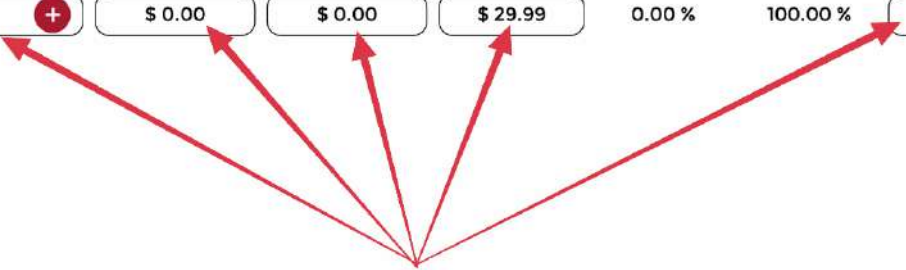
☒ TAX1 (7.00%)



SPLIT-PACK

☐ Show in Dialog (+) ADD NEW PACK (+) ADD PACK FROM EXISTING LIST (-) REMOVE PACK

PACK NAME	UPC	COST	BUYDOWN	PRICE	MARKUP	MARGIN	QTY OH
30-PACK	+	\$ 0.00	\$ 0.00	\$ 29.99	0.00 %	100.00 %	00 +





4.13.4 Item Management - Access Item Distributor

To add a distributor code to your products, tap the **quick action** icon

ADD ITEM
RETAILZPOS
SAVE

SKU

NAME

DEPARTMENT

CATEGORY

SUB CATEGORY

SIZE

ITEM TYPE

PACK SIZE

BRAND

AGE

TAX

NON-TAXABLE

TAX1 (7.00%)

GENERAL

BY AS CASE

OPEN PRICE

OPEN QUANTITY

NON REVENUE

EBT

NON-DISCOUNTABLE

NON RETURN

DELI-PLU

IN-ACTIVE

IS-NEGATIVE

UNIT IN CASE

CASE PRICE

UNIT COST

CASE COST

BUYDOWN

RETAIL PRICE

MARKUP

MARGIN

QTY ON HAND

LAST COST

CARD PRICE

UPC LIST

MAIN UPC

Data not found!

QTY

PRICE

1

\$ 29.99

PRICE LEVEL

REGULAR PRICE (\$0.00)

WHOLESALE (%15.00)

4.13.4.1 Item Management - Select Distributors

Tap **Distributors** to open your item distributor menu

← ADD ITEM
RETAILZPOS
✓ SAVE

SKU
DEPARTMENT Liquor Dep +
CATEGORY < Select Category > +
SUB CATEGORY < Select Subcategory > +
SIZE < Select ItemSize >

NAME
ITEM TYPE Split-Pack
PACK SIZE 30-PACK
BRAND < Select Brand >
AGE < Select Age >

TAX

☐ NON-TAXABLE
☒ TAX1 (7.00%)

↓

GENERAL

☐ BY AS CASE
☐ NON-DISCOUNTABLE
UNIT IN CASE 30
BUYDOWN \$ 0.00
QTY ON HAND 00

☐ OPEN PRICE
☐ NON RETURN
CASE PRICE \$ 0.00
RETAIL PRICE \$ 29.99
LAST COST \$

☐ OPEN QUANTITY
☐ DELI-PLU
UNIT COST \$ 0.00
MARKUP % 0.0
CARD PRICE \$ 30.89

☐ NON REVENUE
☐ IN-ACTIVE
CASE COST \$ 0.00
MARGIN % 100.0

☐ EBT
☐ IS-NEGATIVE

UPC LIST

MAIN UPC

Data not found!

QTY

PRICE

1	\$ 29.99
---	----------

PRICE LEV

☐ REGULAR
☐ WHOLESALE

General

SplitPack

Distributors

4.13.4.2 Item Management - Choose Item Distributor

Tap **Select Distributor** to choose your item distributor

ADD ITEM
RETAILZPOS
SAVE

SKU

NAME

DEPARTMENT

CATEGORY

SUB CATEGORY

SIZE

ITEM TYPE

PACK SIZE

BRAND

AGE

TAX

NON-TAXABLE

TAX1 (7.00%)

DISTRIBUTORS

DISTRIBUTOR

ITEM/ DISTRIBUTOR CODE

PURCHASE COST

REMOVE

SAVE

DISTRIBUTOR NAME	DISTRIBUTOR CODE	PRIMARY	PRICE	ACTION
Data not found!				

4.13.4.3 Item Management - Enter Item Distributor Code

Tap **Item/Distributor Code** to enter your item code

ADD ITEM
RETAILZPOS
SAVE

SKU

NAME

DEPARTMENT

CATEGORY

SUB CATEGORY

SIZE

ITEM TYPE

PACK SIZE

BRAND

AGE

TAX

☐ NON-TAXABLE
☒ TAX1 (7.00%)

DISTRIBUTORS

DISTRIBUTOR

ITEM/ DISTRIBUTOR CODE

PURCHASE COST

REMOVE

SAVE

DISTRIBUTOR NAME	DISTRIBUTOR CODE	PRIMARY	PRICE	ACTION
Data not found!				

4.13.5 Item Management - Select Item To Edit

Tap an item to select it for **editing**

◀ ITEM MANAGEMENT
RETAILZPOS

🔍
?

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
19	EVE AMETHYST 120 BOX (PA			\$0.00	01	\$9.39	10	🗑️
20	L&M MENTHOL 100 BOX			\$0.00	01	\$9.38	10	🗑️
21	MARLBORO 100 BOX (PA)			\$0.00	01	\$9.89	10	🗑️
22	MARLBORO 100 MEN BOX (PA			\$0.00	01	\$9.89	20	🗑️
23	MARLBORO 72 BLACK MENTHO			\$0.00	01	\$9.89	10	🗑️
24	MARLBORO 72'S SILVER BX			\$0.00	01	\$9.89	10	🗑️
25	MARLBORO BLACK BOX (PA)			\$0.00	01	\$9.89	10	🗑️
26	MARLBORO GOLD 100'S BX (			\$0.00	01	\$9.89	20	🗑️
27	MARLBORO GOLD BX (PA)			\$0.00	01	\$9.89	150	🗑️
28	MARLBORO KING BOX (PA)			\$0.00	01	\$9.89	30	🗑️
29	MARLBORO MEN GOLD 100'S			\$0.00	01	\$9.89	10	🗑️
30	MARLBORO MEN GOLD BX (PA			\$0.00	01	\$9.89	20	🗑️
31	MARLBORO MEN ICE BOX (PA			\$0.00	01	\$9.89	10	🗑️

☐ Include In-Active Items

TOTAL : 102
+

🔧 FILTER
🔄 REFRESH
📦 SPLIT-PACK
📅 HISTORY
💵 CHANGE PRICE
📁 ADD TO GROUP
🖨️ PRINT LABEL

4.13.5.1 Item Management - Edit Item

Tap **Edit** to edit an item

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
19	EVE AMETHYST 120 BOX (PA			\$0.00	01	\$9.39	10	
20	L&M MENTHOL 100 BOX			\$0.00	01	\$9.38	10	
21	MARLBORO 100 BOX (PA)			\$0.00	01	\$9.89	10	
22	MARLBORO 100 MEN BOX (PA			\$0.00	01	\$9.89	20	
23	MARLBORO 72 BLACK MENTHO			\$0.00	01	\$9.89		Tag Along
24	MARLBORO 72'S SILVER BX			\$0.00	01	\$9.89	10	Clone
25	MARLBORO BLACK BOX (PA)			\$0.00	01	\$9.89	10	
26	MARLBORO GOLD 100'S BX (			\$0.00	01	\$9.89	20	In-Active
27	MARLBORO GOLD BX (PA)			\$0.00	01	\$9.89	150	
28	MARLBORO KING BOX (PA)			\$0.00	01	\$9.89	30	Delete
29	MARLBORO MEN GOLD 100'S			\$0.00	01	\$9.89	10	
30	MARLBORO MEN GOLD BX (PA			\$0.00	01	\$9.89	20	Edit
31	MARLBORO MEN ICE BOX (PA			\$0.00	01	\$9.89	10	Add

☐ Include In-Active Items

TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.6 Item Management - Select Item To Delete

Tap an item to select it for **delete**

ITEM MANAGEMENT
RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10	
19	EVE AMETHYST 120 BOX (PA			\$0.00	01	\$9.39	10	
20	L&M MENTHOL 100 BOX			\$0.00	01	\$9.38	10	
21	MARLBORO 100 BOX (PA)			\$0.00	01	\$9.89	10	
22	MARLBORO 100 MEN BOX (PA			\$0.00	01	\$9.89	20	
23	MARLBORO 72 BLACK MENTHO			\$0.00	01	\$9.89	10	
24	MARLBORO 72'S SILVER BX			\$0.00	01	\$9.89	10	
25	MARLBORO BLACK BOX (PA)			\$0.00	01	\$9.89	10	
26	MARLBORO GOLD 100'S BX (			\$0.00	01	\$9.89	20	
27	MARLBORO GOLD BX (PA)			\$0.00	01	\$9.89	150	
28	MARLBORO KING BOX (PA)			\$0.00	01	\$9.89	30	

☐ Include In-Active Items

TOTAL : 102

FILTER
 REFRESH
 SPLIT-PACK
 HISTORY
 CHANGE PRICE
 ADD TO GROUP
 PRINT LABEL

4.13.6.1 Item Management - Delete Item

Tap **Delete** to delete an item

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10	
19	EVE AMETHYST 120 BOX (PA			\$0.00	01	\$9.39	10	
20	L&M MENTHOL 100 BOX			\$0.00	01	\$9.38	10	Tag Along
21	MARLBORO 100 BOX (PA)			\$0.00	01	\$9.89	10	Clone
22	MARLBORO 100 MEN BOX (PA			\$0.00	01	\$9.89	20	In-Active
23	MARLBORO 72 BLACK MENTHO			\$0.00	01	\$9.89	10	
24	MARLBORO 72'S SILVER BX			\$0.00	01	\$9.89	10	Delete
25	MARLBORO BLACK BOX (PA)			\$0.00	01	\$9.89	10	
26	MARLBORO GOLD 100'S BX (			\$0.00	01	\$9.89	20	Edit
27	MARLBORO GOLD BX (PA)			\$0.00	01	\$9.89	150	
28	MARLBORO KING BOX (PA)			\$0.00	01	\$9.89	30	Add

☐ Include In-Active Items
 TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.7 Item Management - Select Item To Make In-active

Tap an item to select it for **in-active item**

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
38	NEWPORT BOX (PA)			\$0.00	01	\$10.80	20	
39	NEWPORT BOX 100 (PA)			\$0.00	01	\$10.80	20	
40	PALL MALL BLUE 100 BOX (			\$0.00	01	\$9.69	10	
41	PARLIAMENT MEN SILVER BX			\$0.00	01	\$10.70	10	
42	PARLIAMENT MEN WHITE BX			\$0.00	01	\$10.70	10	
43	PARLIAMENT WHITE 100'S B			\$0.00	01	\$10.70	10	
44	PARLIAMENT WHITE BOX (PA			\$0.00	01	\$10.70	40	
45	VIRGINIA SLIMS GOLD BX (			\$0.00	01	\$10.70	10	
46	BLK&MLD WOOD TIP 10/			\$0.00	01	\$5.14	20	
47	GAME CIGARIL.BLK/CHRY			\$0.00	01	\$1.00	30	
48	KODIAK WINTER.5CT			\$0.00	01	\$6.96	10	
49	ON CINNAMON 2MG 5CT			\$0.00	01	\$3.73	05	
50	ON COFFEE 4MG 5CT			\$0.00	01	\$3.73	05	
51	ON WINTER GREEN 4MG 5CT			\$0.00	01	\$3.73	05	

☐ Include In-Active Items

TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.7.1 Item Management - In-Active Item

Tap **In-Active** to make an item in-active in your store

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
38	NEWPORT BOX (PA)			\$0.00	01	\$10.80	20	
39	NEWPORT BOX 100 (PA)			\$0.00	01	\$10.80	20	
40	PALL MALL BLUE 100 BOX (			\$0.00	01	\$9.69	10	
41	PARLIAMENT MEN SILVER BX			\$0.00	01	\$10.70	10	
42	PARLIAMENT MEN WHITE BX			\$0.00	01	\$10.70		Tag Along
43	PARLIAMENT WHITE 100'S B			\$0.00	01	\$10.70	10	
44	PARLIAMENT WHITE BOX (PA			\$0.00	01	\$10.70	40	Clone
45	VIRGINIA SLIMS GOLD BX (			\$0.00	01	\$10.70		In-Active
46	BLK&MLD WOOD TIP 10/			\$0.00	01	\$5.14	20	
47	GAME CIGARIL.BLK/CHRY 2/			\$0.00	01	\$1.00	30	Delete
48	KODIAK WINTER.5CT			\$0.00	01	\$6.96	10	Edit
49	ON CINNAMON 2MG 5CT			\$0.00	01	\$3.73	05	
50	ON COFFEE 4MG 5CT			\$0.00	01	\$3.73	05	Add
51	ON WINTER GREEN 4MG 5CT			\$0.00	01	\$3.73	05	

☐ Include In-Active Items

TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.8 Item Management - Select Item To Clone

Tap an item to select it for **cloning**

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
53	SKOAL L/C CHERRY 5CT			\$0.00	01	\$6.66	05	
54	SKOAL L/C PEACH 5CT			\$0.00	01	\$6.66	05	
55	ZYN CITRUS 6MG 5'			\$0.00	01	\$4.64	05	
56	ZYN PEPPERMINT 6MG 5'			\$0.00	01	\$4.64	05	
57	ZYN WINTERGREEN 6MG 5'			\$0.00	01	\$4.64	05	
58	ALTIDS WINTERGREEN TIN			\$0.00	01	\$3.22	12	
59	DENTYNE ICE WINTER CHILL			\$0.00	01	\$1.71	09	
60	HARIBO BERRIES 12/5OZ			\$0.00	01	\$2.11	12	
61	HARIBO MINI RAINBOW FROG			\$0.00	01	\$2.11	12	
62	HARIBO SOUR GOLD BEARS			\$0.00	01	\$2.11	12	
63	HARIBO SOUR S'GHETTI 12/			\$0.00	01	\$2.11	12	
64	I/B BOTTLE SPEARMINT 4CT			\$0.00	01	\$5.24	04	
65	I/B MINTS COOL MINT 8CT			\$0.00	01	\$2.92	08	
66	I/B MINTS WINTERGREEN 8CT			\$0.00	01	\$2.92	08	

☐ Include In-Active Items
 TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.8.1 Item Management - Clone Item

Tap **Clone** to clone an item in your store

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
53	SKOAL L/C CHERRY 5CT			\$0.00	01	\$6.66	05	
54	SKOAL L/C PEACH 5CT			\$0.00	01	\$6.66	05	
55	ZYN CITRUS 6MG 5'			\$0.00	01	\$4.64	05	
56	ZYN PEPPERMINT 6MG 5'			\$0.00	01	\$4.64	05	
57	ZYN WINTERGREEN 6MG 5'			\$0.00	01	\$4.64	12	
58	ALTIDS WINTERGREEN TIN			\$0.00	01	\$3.22	12	
59	DENTYNE ICE WINTER CHILL			\$0.00	01	\$1.71	12	
60	HARIBO BERRIES 12/5OZ			\$0.00	01	\$2.11	12	
61	HARIBO MINI RAINBOW FROG			\$0.00	01	\$2.11	12	
62	HARIBO SOUR GOLD BEARS 1			\$0.00	01	\$2.11	12	
63	HARIBO SOUR S'GHETTI 12/			\$0.00	01	\$2.11	12	
64	I/B BOTTLE SPEARMINT 4CT			\$0.00	01	\$5.24	04	
65	I/B MINTS COOL MINT 8CT			\$0.00	01	\$2.92	08	
66	I/B MINTS WINTERGREEN 8CT			\$0.00	01	\$2.92	08	

☐ Include In-Active Items

TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.9 Item Management - Select Item To Add Tag Along

Tap an item to select it for adding a **tag along**

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑	SIZE	↑	PACK	↑	UNIT COST	↑	ITEM TYPE	↑	RETAIL PRICE	↑	ITEM STOCK	↑
103	BISCOFF						\$0.00		01		\$3.99		-13	
10104	Hi						\$0.00		01		\$0.00		-18	
10106	Test1						\$0.00		01		\$0.00		00	
05	Lotto Payout						\$0.00		01		\$10.10		-10	
10103	Hello World						\$0.00		01		\$0.00		-7	
10105	Liquor Dep						\$0.00		01		\$0.00		-3	
12	Test mp						\$0.00		01		\$10.10		-819	
04	Lotto Online						\$0.00		01		\$5.00		-6	
07	Test Item						\$0.00		01		\$8.12		-325	
06	Lotto Scratch						\$0.00		01		\$5.05		00	
14	AM SPIRIT BX FULL BODY B						\$0.00		01		\$25.79		20	
13	AM SPIRIT 85 BX MELLOW Y						\$0.00		01		\$20.00		10	
09	Test999						\$0.00		01		\$2.06		00	

☐ Include In-Active Items

TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.9.1 Item Management - Add Tag Along To Item

Tap **Tag Along** to add a tag along to your selected item

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	
103	BISCOFF			\$0.00	01	\$3.99	-13	
10104	Hi			\$0.00	01	\$0.00	-18	
10106	Test1			\$0.00	01	\$0.00	00	
05	Lotto Payout			\$0.00	01	\$10.10	-10	
10103	Hello World			\$0.00	01	\$0.00		
10105	Liquor Dep			\$0.00	01	\$0.00	-3	
12	Test mp			\$0.00	01	\$10.10	-819	
04	Lotto Online			\$0.00	01	\$5.00	-	
07	Test Item			\$0.00	01	\$8.12	-325	
06	Lotto Scratch			\$0.00	01	\$5.05	00	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$25.79	20	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.00	10	
09	Test999			\$0.00	01	\$2.06	00	

☐ Include In-Active Items
 TOTAL : 102

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.13.9.2 Item Management - Scan Tag Along UPC

Scan your tag along items UPC to add it to your selected product

The screenshot displays the 'ITEM MANAGEMENT' screen in the RetailzPOS application. A modal dialog titled 'TAG ALONG' is open, allowing users to add a new item to the current selection. The dialog contains the following fields and options:

- UPC:** A text input field containing '01100000297'. A hand icon indicates a scan action, and a red arrow points from the 'Scan' instruction in the text above to this field.
- ITEM:** An empty text input field.
- PRICE:** A text input field with a '\$' symbol.
- QTY:** A text input field containing '0'.
- MULTIPLY BY PACK:** An unchecked checkbox.
- SAVE:** A red button to confirm the addition.

The background shows a list of items with columns: SKU, ITEM NAME, SIZE, PACK, UNIT COST, ITEM TYPE, RETAIL PRICE, and ITEM STOCK. The current item selected is 'AM SPIRIT BX FULL BODY B' with a retail price of \$25.79. The bottom of the screen features a navigation bar with icons for FILTER, REFRESH, SPLIT-PACK, HISTORY, CHANGE PRICE, ADD TO GROUP, and PRINT LABEL. The bottom right corner shows 'TOTAL : 102'.

4.14 Item Management - Access Item History

To access item history, tap **History**

ITEM MANAGEMENT

RETAILZPOS

SKU	↑ ITEM NAME	↑ SIZE	↑ PACK	↑ UNIT COST	↑ ITEM TYPE	↑ RETAIL PRICE	↑ ITEM STOCK	↑
12	Test mp			\$0.00	01	\$10.10	-425	
07	Test Item			\$0.00	01	\$8.12	-55	
04	Lotto Online			\$0.00	01	\$0.00	-1	
13	AM SPIRIT 85 BX MELLOW Y			\$0.00	01	\$20.00	10	
14	AM SPIRIT BX FULL BODY B			\$0.00	01	\$10.70	20	
15	CAMEL CRUSH REG 85 BOX M			\$0.00	01	\$10.19	10	
16	CAMEL REG BLUE 85 BOX (P			\$0.00	01	\$10.19	10	
17	CAPRI MAGENTA 120 BOX (P			\$0.00	01	\$12.82	10	
18	CAPRI MEN INDIGO 100 BOX			\$0.00	01	\$12.82	10	
19	EVE AMETHYST 120 BOX (PA			\$0.00	01	\$9.39	10	
20	L&M MENTHOL 100 BOX			\$0.00	01	\$9.38	10	
21	MARLBORO 100 BOX (PA)			\$0.00	01	\$9.89	10	
22	MARLBORO 100 MEN BOX (PA			\$0.00	01	\$9.89	20	

☐ Include In-Active Items

TOTAL : 97

FILTER

REFRESH

SPLIT-PACK

HISTORY

CHANGE PRICE

ADD TO GROUP

PRINT LABEL

4.14.1 Item Management - Transaction History

Tap **Transaction History** to view your stores transactions history

Transaction History

Search Item Name Select Department Select Category

Select Sub Category Select Brand Select Item Size

Select Item Type Select Date Range

Transaction History

ALL RETURN PARTIAL RETURN DISCOUNTED

Receipt Number	Register No	Price	Qty	Total Amount	Customer Name
40I-20230330164905549	4	\$ 7.99	1	\$ 8.55	
40I-20230330164649612	4	\$ 20.97	3	\$ 22.44	
40I-20230330164521811	4	\$ 6.99	4	\$ 7.48	
40I-20230330164012020	4	\$ 7.20	4	\$ 7.70	
40I-20230330163644717	4	\$ 14.97	6	\$ 16.02	
70I-20230428102210917	7	\$ 50.00	20	\$ 50.00	
70I-20230428102216261	7	\$ 5.00	1	\$ 5.00	
70I-	7	\$ 38.09	13	\$ 38.09	

RECEIPT VIEW

PatelProcessing Office
2974 N Expy
PHONE : (732) 401-7093
Sales Date : Mar 30, 2023 01:49 PM
POS Orderid : 40I-20230330164905549
Register No. : 4

Name	Qty	Price
Test Item	1	\$ 7.99
SubTotal :		\$ 7.99
Discount :		\$ 0.00
Sales Tax :		\$ 0.56
Surcharge :		\$ 0.00
Total		\$ 8.55
Change Due		\$ 0.00
Grand Total		\$ 8.55

Other Details

CASH \$ 8.55

Barcode: 637033049054

Tap your **filters as needed** to view item transaction history

RetailzPOS Register User Manual

HISTORY

Transaction History

Purchase History

Price/Cost/Qty Change

Search Item Name
 Select Sub Category
 Select Item Type

Select Department
 Select Brand
 Select Date Range

Select Category
 Select Item Size

Transaction History

RETURN

PARTIAL RETURN

DISCOUNTED

Select Register

Receipt Number	Register No	Price	Qty	Total Amount	Customer Name
80I- 20230501084705716	8	\$ 38.87	13	\$ 41.59	
80I- 20230501084634323	8	\$ 50.40	8	\$ 51.11	
80I- 20230501084649759	8	\$ 8.12	1	\$ 8.69	
80I- 20230501225357423	8	\$ 2.99	1	\$ 3.20	
80I- 20230501224438699	8	\$ 27.38	4	\$ 29.30	
80I- 20230501223612118	8	\$ -10.10	-2	\$ -10.10	
80I- 20230501223542333	8	\$ 169.68	11	\$ 181.56	
80I-	8	\$ 77.95	5	\$ 83.41	

RECEIPT VIEW

PatelProcessing Office

2974 N Expy

PHONE : (732) 401-7093

Sales Date : Apr 30, 2023 05:47 PM

POS Orderid : 80I-20230501084705716

Register No. : 8

Name	Qty	Price
BISCOFF	13	\$ 38.87
SubTotal :		\$ 38.87
Discount :		\$ 0.00
Sales Tax :		\$ 2.72
Surcharge :		\$ 0.00
Total		\$ 41.59
Change Due		\$ 0.00
Grand Total		\$ 41.59

CASH

\$ 41.59

990308 47093

Tap **Partial Return** to view all all partial return history



<

HISTORY

RETAILZ POS

?

Transaction History

Purchase History

Price/Cost/Qty Change

Search Item Name

Select Department
Lotto Payout

Select Category

Select Sub Category

Select Brand

Select Item Size

Select Item Type

Select Date Range

Transaction History

ALLRETURNPARTIAL RETURNDISCOUNTED

Select Register

Receipt Number	Register No	Price	Qty	Total Amount	Customer Name
No Data					

RECEIPT VIEW

PatelProcessing Office

2974 N Expy

PHONE : (732) 401-7093

Sales Date : Apr 05, 2023 07:30 AM

POS Orderid : 40I-20230405103026589

Register No. : 4

Name	Qty	Price
Lotto Payout	-1	\$ -10.00
Lotto Scratch	1	\$ 5.00
Test mp	1	\$ 10.00
SubTotal :		\$ 5.00
Discount :		\$ 0.00
Sales Tax :		\$ 0.70
Surcharge :		\$ 0.00
Total		\$ 5.70
Change Due		\$ 44.30
Grand Total		\$ 5.70

Other Details

CASH\$ 5.70

4.14.1.7 Item Management - View Item History Receipt

Tap your **Receipt** on screen to view your transaction history receipt

HISTORY

Transaction History

Purchase History

Price/Cost/Qty Change

RETAILZPOS

Receipt Number	Register No	Price	Qty	Total Amount	Customer Name
20230428093920517					
70I-20230428102234257	7	\$ 101.00	10	\$ 108.07	
70I-20230426134911842	7	\$ 10.00	1	\$ 10.70	
70I-20230426133709119	7	\$ 10.00	1	\$ 10.70	
70I-20230426132647190	7	\$ 70.00	7	\$ 74.90	
60I-20230421171630483	6	\$ 80.00	40	\$ 85.60	
60I-20230421171657326	6	\$ 0.00	10	\$ 3.45	
60I-20230421170903195	6	\$ 1560.00	156	\$ 1660.20	
60I-20230421122217957	6	\$ 4499.50	50	\$ 4814.47	
60I-20230421122107174	6	\$ 1010.00	101	\$ 1080.70	
60I-20230421122028665	6	\$ 53.45	22	\$ 57.25	
60I-20230421121651904	6	\$ -89.99	-2	\$ -96.29	
60I-20230421120437344	6	\$ 0.00	0	\$ 0.00	

RECEIPT VIEW
PatelProcessing Office
 2974 N Expy
 PHONE : (732) 401-7093
 Sales Date : Mar 30, 2023 01:49 PM
 POS Orderid : 40I-20230330164905549
 Register No. : 4

Name	Price
Test Item	\$ 7.99
SubTotal :	\$ 7.99
Discount :	\$ 0.00
Sales Tax :	\$ 0.56
Surcharge :	\$ 0.00
Total	\$ 8.55
Change Due	\$ 0.00
Grand Total	\$ 8.55

Other Details
 CASH \$ 8.55

< HISTORY
RETAILZPOS
?

Transaction History

Purchase History

Price/Cost/Qty Change

Purchase History

Average Cost (\$)
461.50

Average Price (\$)
\$27.94

Average Qty
1095

Invoice No	Invoice Date	Committed Date	Qty.	Cost	Price	Distributor Name	Date Paid	Payment Type
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 10.36	\$ 10.59		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	20	\$ 10.36	\$ 10.59		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.79	\$ 10.09		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.79	\$ 10.09		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 12.47	\$ 12.69		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 12.47	\$ 12.69		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.05	\$ 9.30		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 8.98	\$ 9.29		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.47	\$ 9.79		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	20	\$ 9.47	\$ 9.79		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.47	\$ 9.79		Jan 01, 0001	-

HISTORY

?

Purchase History

Transaction History

Price/Cost/Qty Change

Search Item Name

Select Department

Select Category

Select Sub Category

Select Brand

Select Item Size

Select Item Type

Select Date Range

Purchase History

Average Cost (\$)
461.50

Average Price (\$)
527.94

Average Qty
1095

Invoice No	Invoice Date	Committed Date	Qty.	Cost	Price	Distributor Name	Date Paid	Payment Type
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 10.36	\$ 10.59		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	20	\$ 10.36	\$ 10.59		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.79	\$ 10.09		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.79	\$ 10.09		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 12.47	\$ 12.69		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 12.47	\$ 12.69		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.05	\$ 9.30		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 8.98	\$ 9.29		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.47	\$ 9.79		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	20	\$ 9.47	\$ 9.79		Jan 01, 0001	-
1627591	Jan 01, 0001	Apr 19, 2023	10	\$ 9.47	\$ 9.79		Jan 01, 0001	-

4.14.3

Tap **Price/Cost/Qty Change** to view all price/cost/qty changes to your items

←

HISTORY

?

Transaction History

Purchase History

Price/Cost/Qty Change

Search Item Name
Test 876

Select Department

Select Category

Select Sub Category

Select Brand

Select Item Size

Select Item Type

Select Date Range

Price/Cost/Qty Change

PRICE

COST

QTY

OLD UNIT PRICE	NEW UNIT PRICE	PERCENTAGE	OLD CASE PRICE	NEW CASE PRICE	MODULE
----------------	----------------	------------	----------------	----------------	--------

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<

HISTORY

RETAILZPOS

>

Transaction History

Purchase History

Price/Cost/Qty Change

Search Item Name
Test 876

Select Department

Select Category

Select Sub Category

Select Brand

Select Item Size

Select Item Type

Select Date Range

Price/Cost/Qty Change

PRICECOSTQTY

OLD UNIT PRICE	NEW UNIT PRICE	PERCENTAGE	OLD CASE PRICE	NEW CASE PRICE	MODULE
----------------	----------------	------------	----------------	----------------	--------

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4.14.3.2 Item Management - Item Cost History

Tap **Cost** to view your item cost history

<

HISTORY

RETAILZPOS

?

Transaction History

Purchase History

Price/Cost/Qty Change

Search Item Name
Test 876

Select Department

Select Category

Select Sub Category

Select Brand

Select Item Size

Select Item Type

Select Date Range

Price/Cost/Qty Change

PRICE

COST

QTY

OLD UNIT PRICE	NEW UNIT PRICE	PERCENTAGE	OLD CASE PRICE	NEW CASE PRICE	MODULE
----------------	----------------	------------	----------------	----------------	--------

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4.14.3.3 Item Management - Item Quantity History

Tap **QTY** to view your item quantity history

The screenshot displays the RETAILZPOS application interface. At the top, there is a navigation bar with a back arrow, the word "HISTORY", the "RETAILZPOS" logo, and a help icon. On the left side, there is a sidebar menu with three options: "Transaction History", "Purchase History", and "Price/Cost/Qty Change", which is currently selected and highlighted in red. The main content area features a search and filter section with the following fields: "Search Item Name" (containing "Test 876"), "Select Department", "Select Category", "Select Sub Category", "Select Brand", "Select Item Size", "Select Item Type", and "Select Date Range". Below this is a section titled "Price/Cost/Qty Change" with three tabs: "PRICE", "COST", and "QTY". The "QTY" tab is selected and highlighted in red. A red arrow points to the "QTY" tab. Below the tabs is a table with the following columns: "OLD UNIT PRICE", "NEW UNIT PRICE", "PERCENTAGE", "OLD CASE PRICE", "NEW CASE PRICE", and "MODULE". The table is currently empty. At the bottom left, there is a copyright notice: "Copyright © 2023 RetailzPOS. All rights reserved."

Transaction History

Purchase History

Price/Cost/Qty Change

Search Item Name: Test 876

Select Department

Select Category

Select Sub Category

Select Brand

Select Item Size

Select Item Type

Select Date Range

Price/Cost/Qty Change

PRICE COST QTY

OLD UNIT PRICE	NEW UNIT PRICE	PERCENTAGE	OLD CASE PRICE	NEW CASE PRICE	MODULE
----------------	----------------	------------	----------------	----------------	--------

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5 Inventory Management - Access Inventory Management

To access your inventory management, tap **Inventory Management** from your main menu

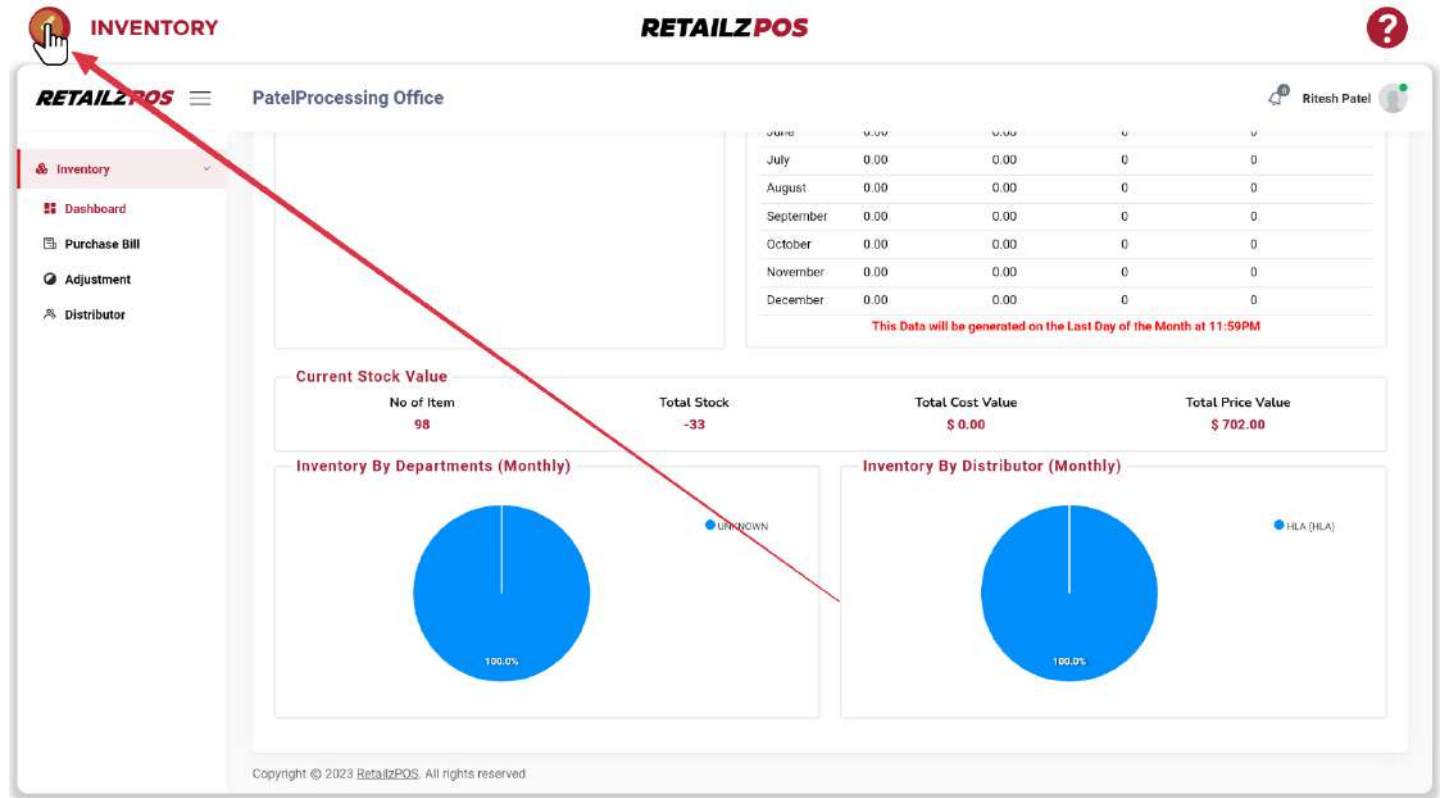
RETAILZPOS

PATELPROCESSING OFFICE



5.1 Inventory Management - Return To Main Menu

Tap the **arrow** next to inventory to return to your main menu



5.2 Inventory Management - Inventory Menu

To access your inventory management features, tap the **Inventory** drop down

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office **Ritesh Patel**

Inventory Dashboard

Purchase By Distributors (Monthly)

Vendor Name	Total Item	Amount
HLA (HLA)	88	\$ 6977.55

Monthly Stock Value

Month	Total Price Value:	Total Cost Value:	Total Stock:	#Of Item:
January	0.00	0.00	0	0
February	0.00	0.00	0	0
March	0.00	0.00	0	0
April	0.00	0.00	0	0
May	0.00	0.00	0	0
June	0.00	0.00	0	0
July	0.00	0.00	0	0
August	0.00	0.00	0	0
September	0.00	0.00	0	0
October	0.00	0.00	0	0
November	0.00	0.00	0	0
December	0.00	0.00	0	0

This Data will be generated on the Last Day of the Month at 11:59PM

Current Stock Value

No of Item	Total Stock	Total Cost Value	Total Price Value
98	-33	\$ 0.00	\$ 702.00

Inventory By Departments (Monthly) **Inventory By Distributor (Monthly)**

5.3 Inventory Management - Inventory Dashboard

Inventory dashboard will give you an overview of you inventory information

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office

Ritesh Patel

Inventory Dashboard

Purchase By Distributors (Monthly)

Vendor Name	Total Item	Amount
HLA (HLA)	88	\$ 6977.55

Monthly Stock Value

Month	Total Price Value:	Total Cost Value:	Total Stock:	#Of Item:
January	0.00	0.00	0	0
February	0.00	0.00	0	0
March	0.00	0.00	0	0
April	0.00	0.00	0	0
May	0.00	0.00	0	0
June	0.00	0.00	0	0
July	0.00	0.00	0	0
August	0.00	0.00	0	0
September	0.00	0.00	0	0
October	0.00	0.00	0	0
November	0.00	0.00	0	0
December	0.00	0.00	0	0

This Data will be generated on the Last Day of the Month at 11:59PM

Current Stock Value

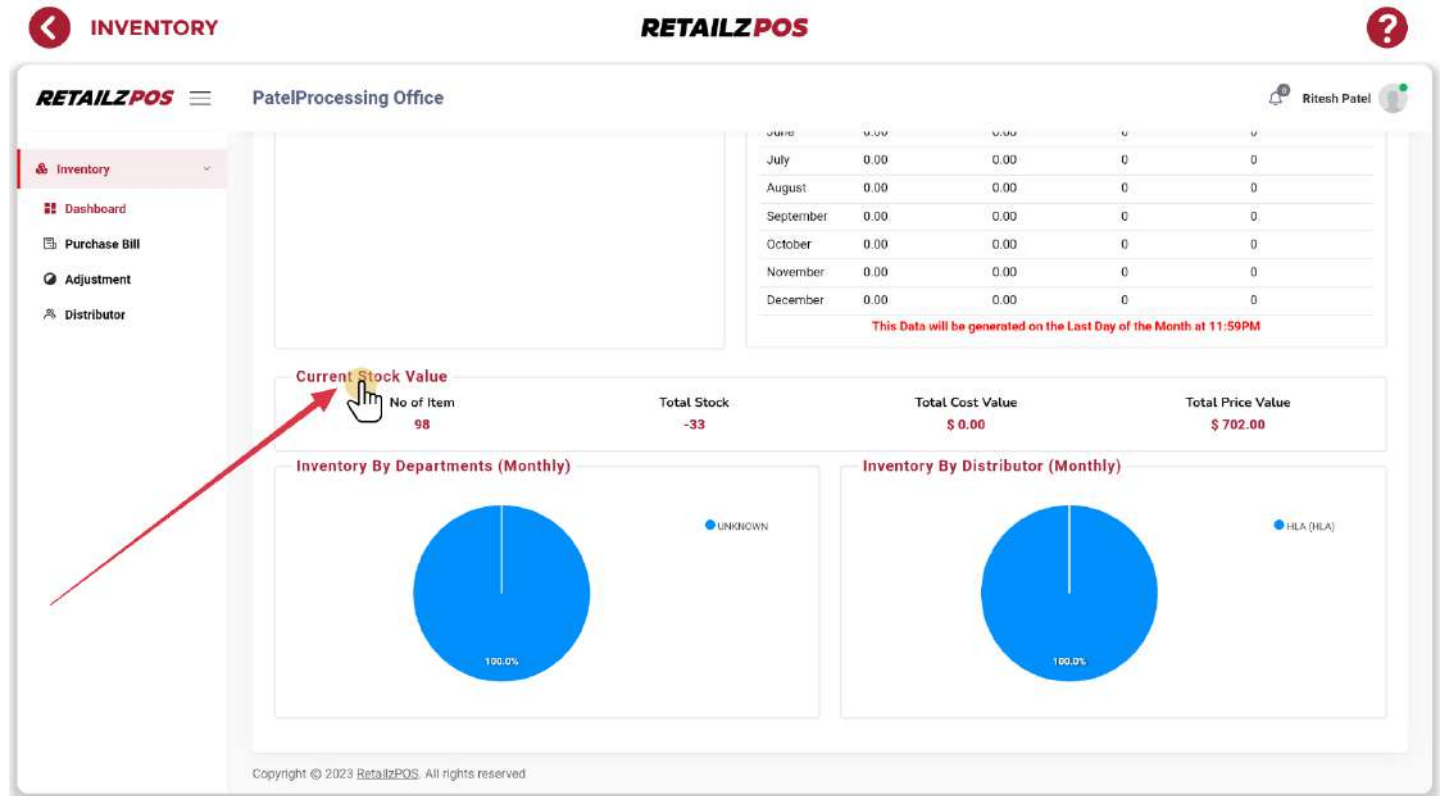
No of Item	Total Stock	Total Cost Value	Total Price Value
98	-33	\$ 0.00	\$ 702.00

Inventory By Departments (Monthly)

Inventory By Distributor (Monthly)

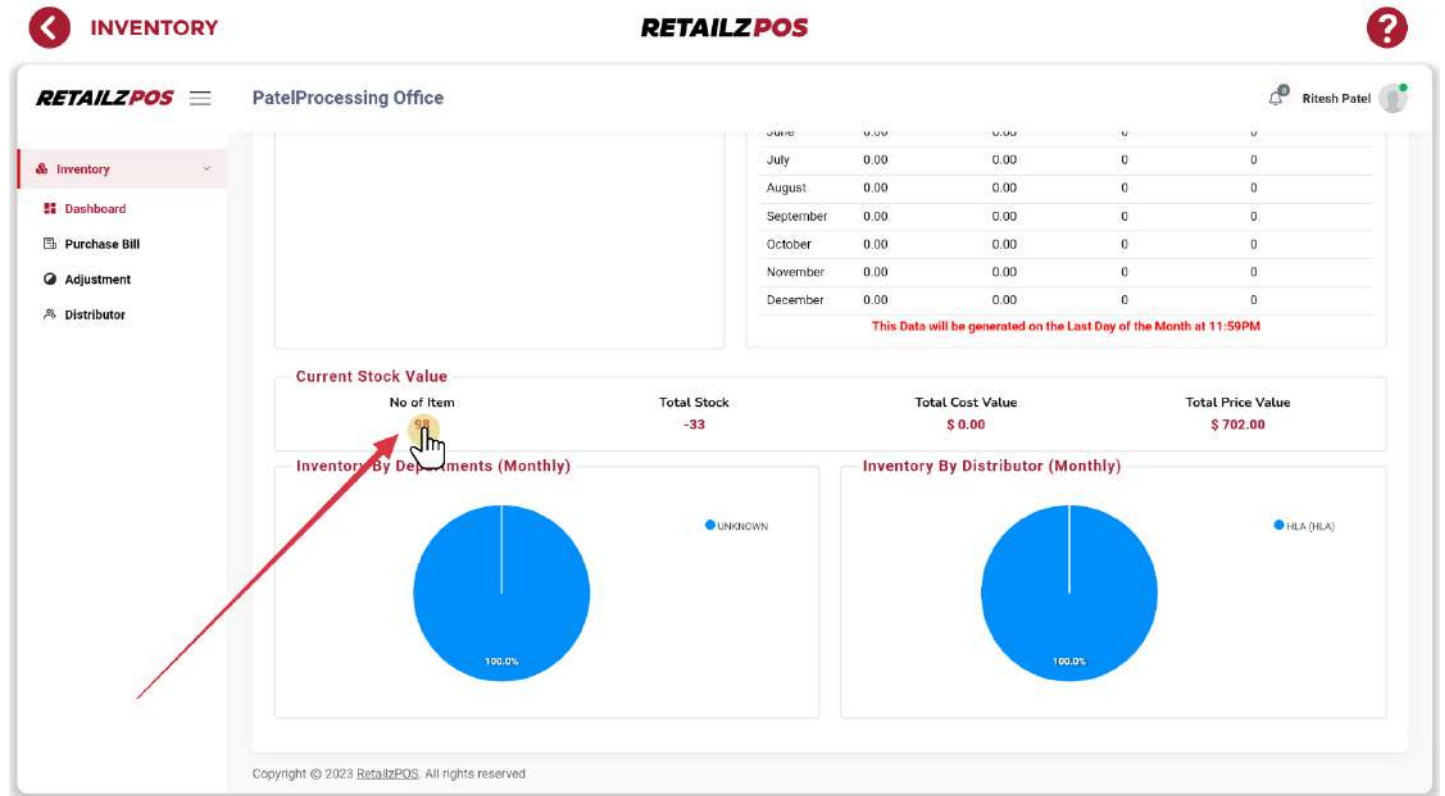
5.3.1 Inventory Management - Current Stock Value

Current Stock Value shows you information about your store inventory



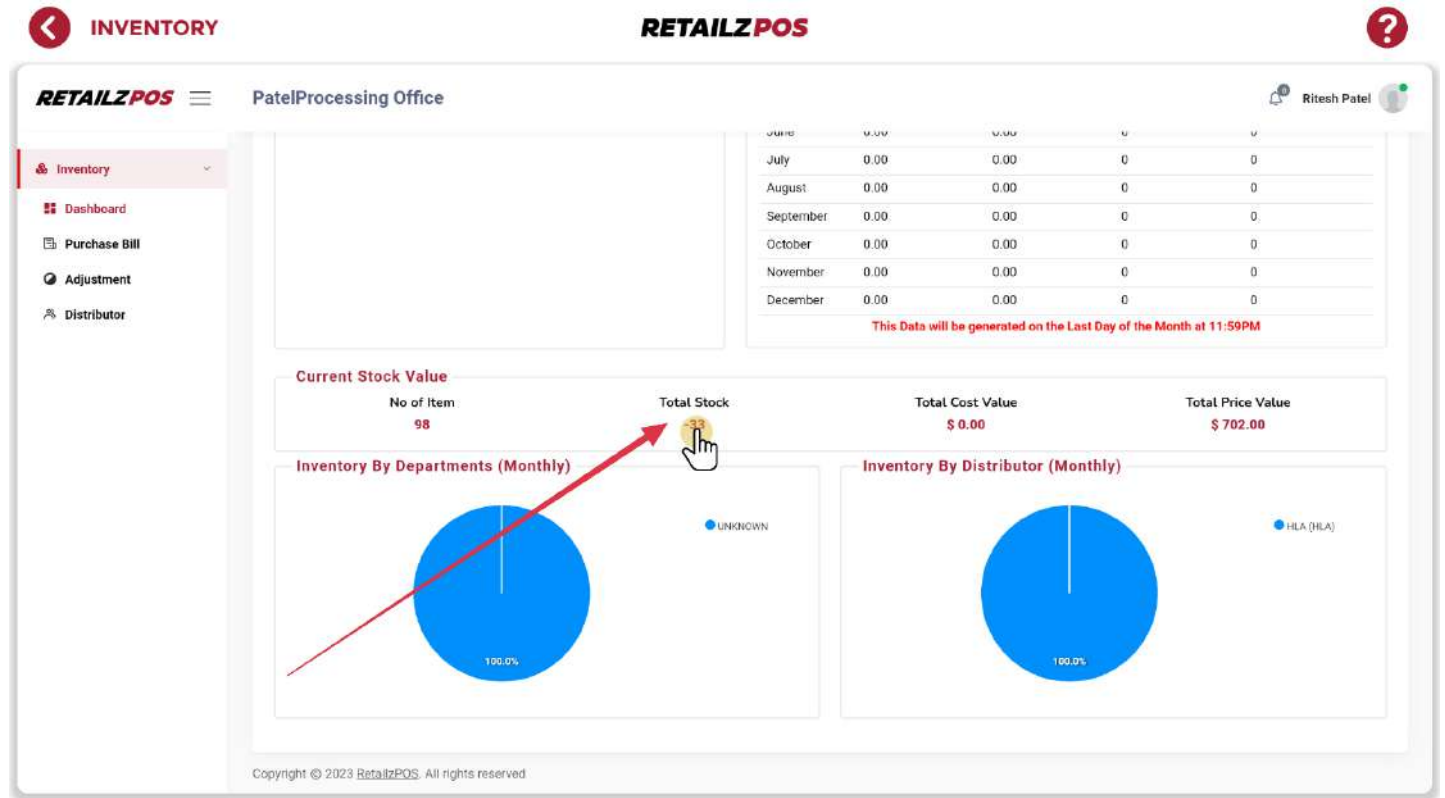
5.3.2 Inventory Management - Total Items In Store

Number of Items will tell you how many different products are in your store



5.3.3 Inventory Management - Total Stock Count

Total Stock will show your stores total stock count



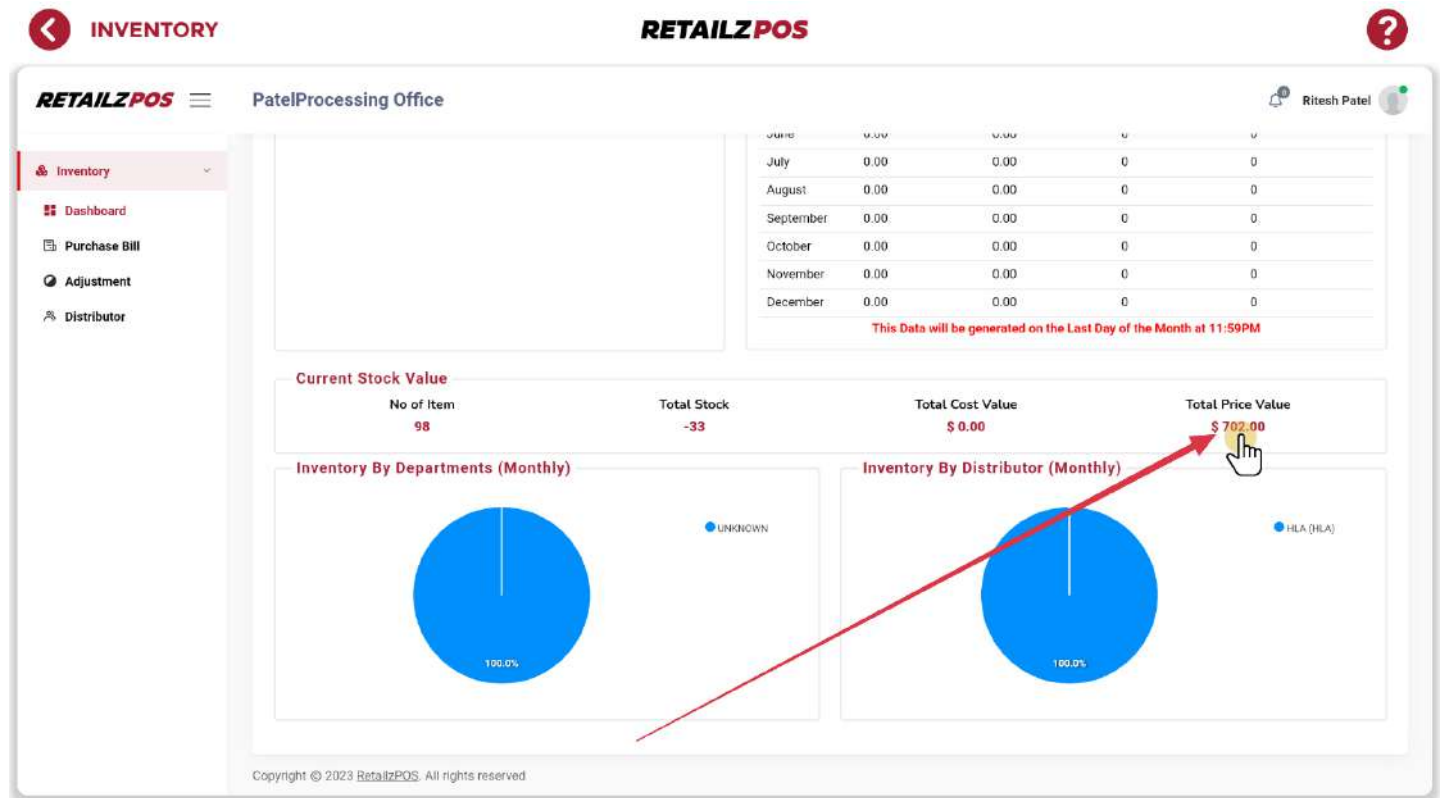
5.3.4 Inventory Management - Total Inventory Cost Value

Total Cost Value will show you your total purchase cost for your entire store combined



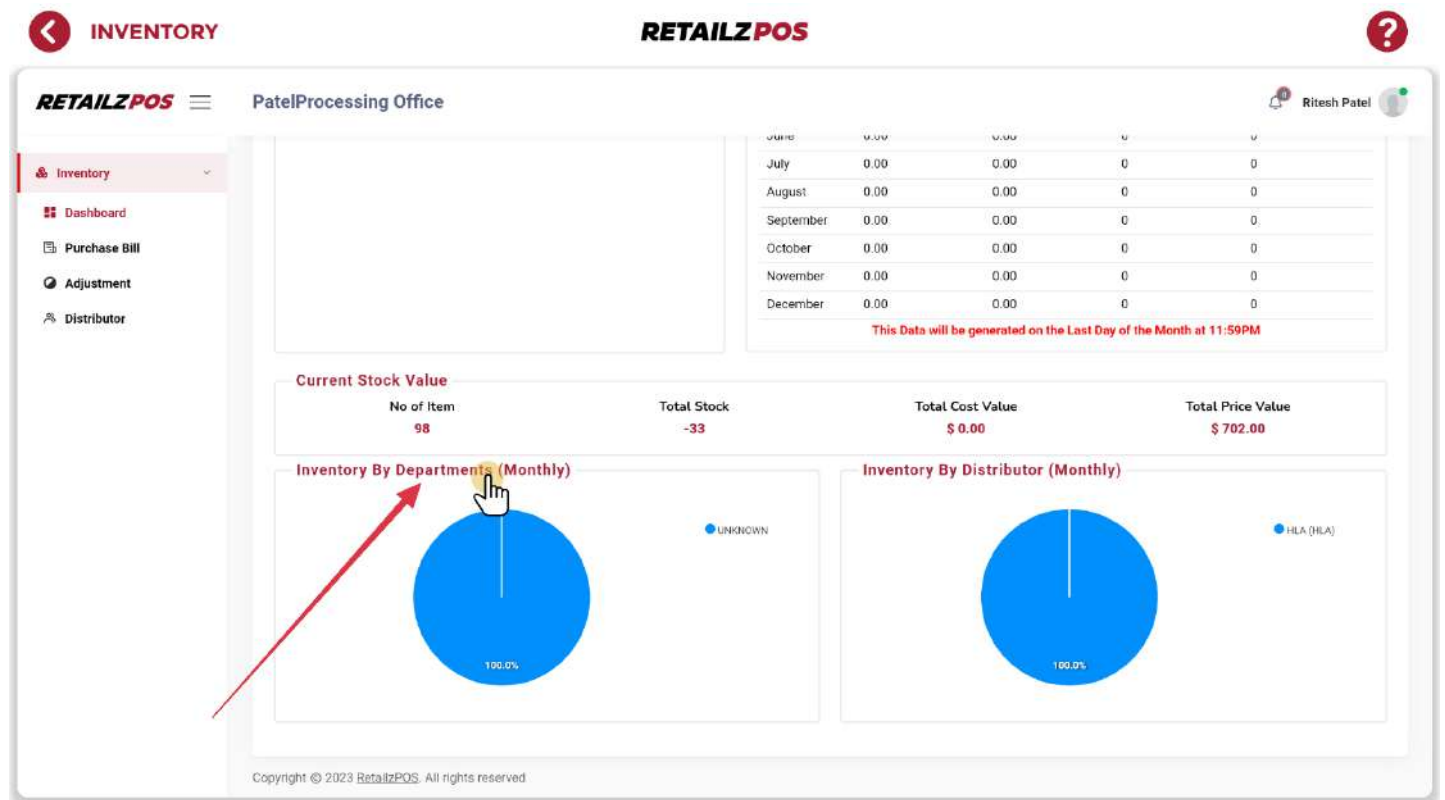
5.3.5 Inventory Management - Total Inventory Price Value

Total Price Value will show you how much your entire inventory would sell for with all current item prices



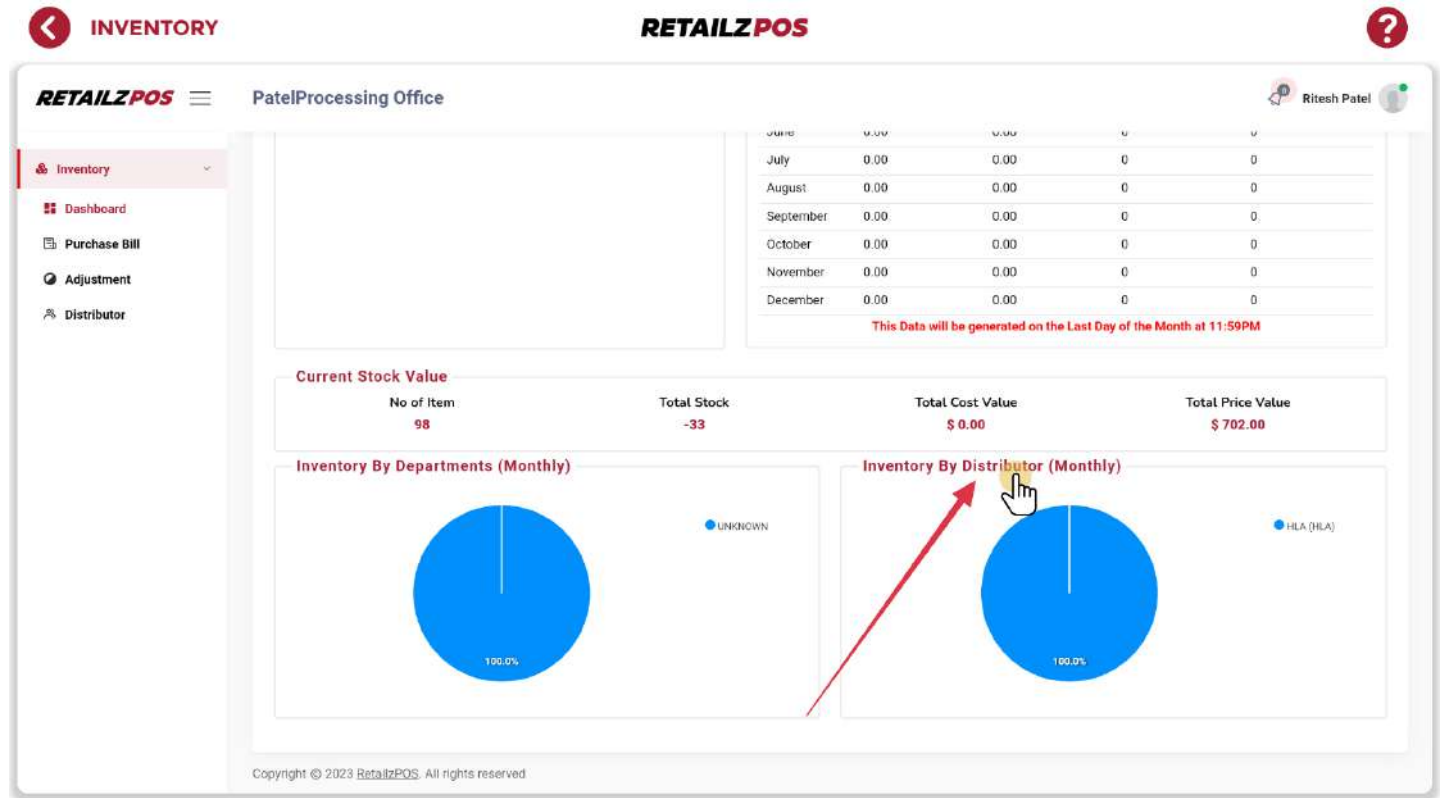
5.3.6 Inventory Management - Inventory By Departments (Monthly)

Inventory By Department will show your monthly inventory change



5.3.7 Inventory Management - Inventory By Distributor (Monthly)

Inventory By Distributor will show your monthly inventory change by your distributors



5.4 Inventory Management - Purchase Bill

Tap **Purchase Bill** to access your purchase bill menu

The screenshot displays the RetailzPOS interface for the 'PatelProcessing Office'. The left sidebar contains a menu with 'Inventory' selected, and a sub-menu with 'Purchase Bill' highlighted. A red arrow points to the 'Purchase Bill' option. The main content area is titled 'Purchase Bill' and features a bar chart labeled 'Inventory By Vendor' showing committed and open invoices for HLA (HLA). Below the chart is a 'Manage Purchases' section with a date range selector (Mar 31, 2023 - Apr 29, 2023), a search bar, and status filters (Pending, Committed, Cancel). A table lists purchase invoices, and buttons for 'Add New', 'Process EDI', and 'Quick PurchaseBill' are visible.

Inventory By Vendor

HLA (HLA)

0 2000 4000 6000 8000

Committed Invoices (\$ 6978.00) Open Invoices (\$ 6.00)

Manage Purchases

Select Invoice Date: Mar 31, 2023 - Apr 29, 2023

Search By Invoice

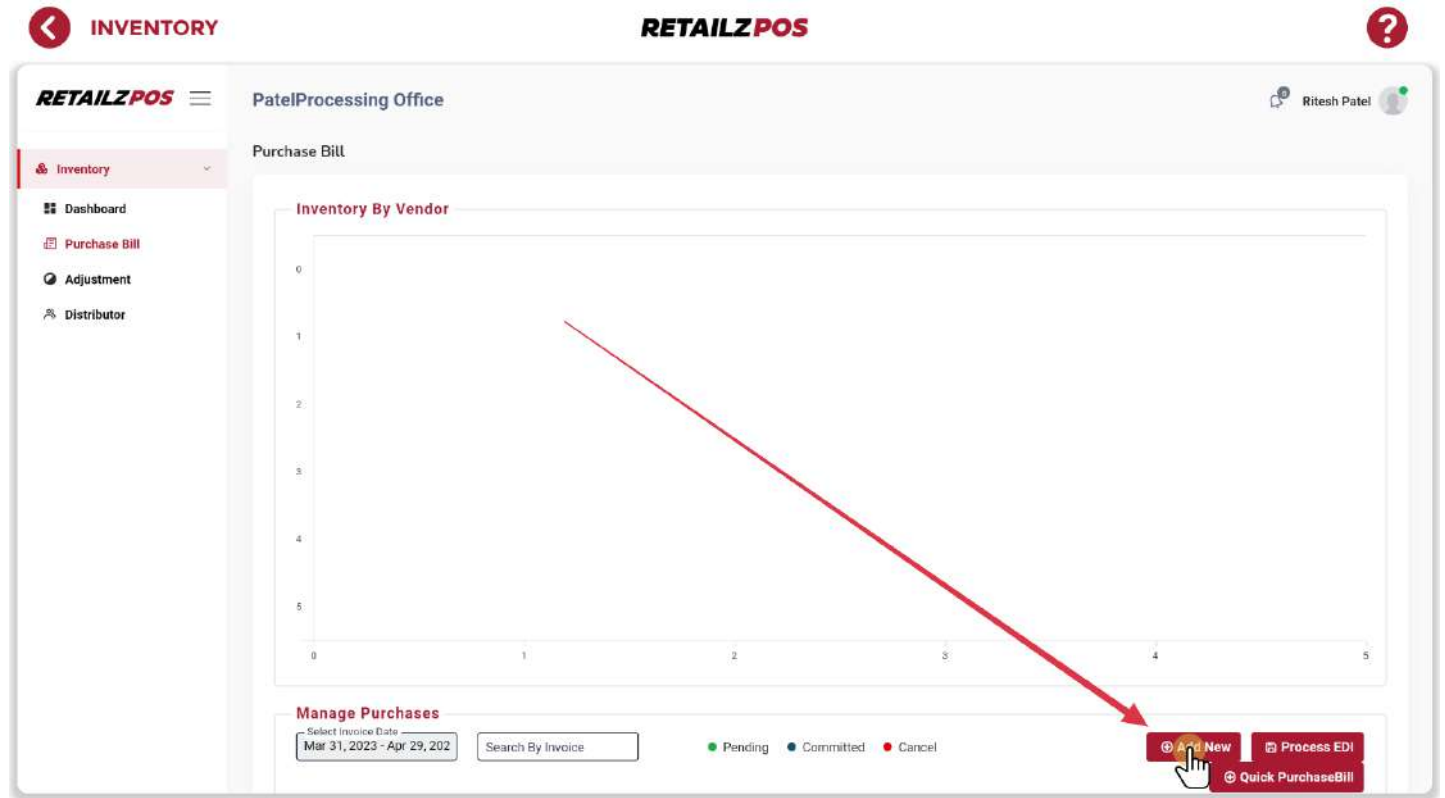
Pending Committed Cancel

Add New Process EDI Quick PurchaseBill

Invoice No	Distributor Name (Code)	Invoice Date	Due Date	Total Item	Total Item Qty.	Total Amount (\$)	Status
1627591	HLA (HLA)	Apr 13, 2023	-	88	0	\$ 6977.55	COMMITTED

5.4.1 Inventory Management - Add New Purchase Bill

To add a new Purchase Bill, tap **Add New**



5.4.1.1 Inventory Management - Purchase Bill Information

When entering a purchase bill, fill out **all required fields** based off of your distributor invoice

RETAILZPOS PatelProcessing Office Ritesh Patel

Inventory

Add Purchase Bill

Distributor Info

Select Distributor: HT Hca

Invoice Number: 98464 Bill Date: Apr 29, 2023 Delivery Date: Apr 29, 2023

Item History

Select Terms: Apr 23, 2023 - Apr 29, 2023

Date	Invoice #	Unit QTY	Case QTY	Unit Cost	Case Cost
No Data Found!					

Item Details

Item Distributor Code: MARLBORO 100 BOX (PA)

Search By Item Name: MARLBORO 100 BOX (PA)

Search By SKU: Search By UPC:

Item Name: MARLBORO 100 BOX (PA) Item Distributor Code: 091123

SKU: Z1 UPC: 02820000363

Select Department: xyz Select Category:

Select Item Size: Select Item Pack:

Current Markup (%): 0.00 Current Margin (%): 0.00

Select Item Group: Select Tax:

Units Received

Units Received: Case Received: Units In Case:

Units Cost (\$): Case Cost (\$): Total Amt. (\$):

Free QTY: Free QTY Tax (\$):

Current Case Cost (\$): Current Cost (\$):

Avg Cost (\$): Current Price (\$):

SGST Price (\$): Discount (\$):

New Price (\$):

Ordered Item

Total Items: 0 Total Unit QTY: 0 Total Case QTY: 0 Total Payable: \$0.00

Search By SKU: Search By UPC: Search By Item Distributor Code: Search By Item Name:

5.4.1.2 Inventory Management - Add To Purchase Bill

Tap **Add To Purchase Bill** to add an item to an invoice

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office **Ritesh Patel**

Add Purchase Bill

Distributor Info
 Select Distributor * **X** **v**
 Invoice Number * Bill Date * Delivery Date

Item History
 Select Terms

Date	Invoice #	Unit QTY	Case QTY	Unit Cost	Case Cost
No Data Found!					

Item Details
 Item Distributor Code
 Search By Item Name
 Search By SKU Search By UPC
 Item Name Item Distributor Code
 SKU UPC **+**
 Select Department **X** **v** Select Category
 Select Item Size Select Item Pack
 Current Markup (%) Current Margin (%)
 Select Item Group Select Tax

Units & Costs
 Units Received Case Received Units In Case
 Units Cost (\$) Case Cost (\$) Total Amt. (\$)
 Free QTY Free QTY Tax (\$)
 Current Case Cost (\$) Current Cost (\$)
 Avg Cost (\$) Current Price (\$)
 SGST Price (\$) Discount (\$)
 New Price (\$)

Ordered Item
 Total Items: Total Unit QTY: Total Case QTY: Total Payable:
 • Unchanged • Increased • Decreased **Remove All** **Save** **Commit**
 Search By SKU Search By UPC Search By Item Distributor Code Search By Item Name

Clear **Add To Purchase Bill**

5.4.1.3 Inventory Management - Remove All Items From Purchase Bill

To remove all items from a purchase bill, tap **Remove All**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office **Ritesh Patel**

Add Purchase Bill

Distributor Info
 Select Distributor * HT Hca
 Invoice Number * 98464 Bill Date * Apr 29, 2023 Delivery Date * Apr 29, 2023

Item History
 Select Dates Apr 23, 2023 - Apr 29, 2023

Date	Invoice #	Unit QTY	Case QTY	Unit Cost	Case Cost
No Data Found!					

Item Details
 Item Distributor Code
 Search By Item Name
 Search By SKU Search By UPC
 Item Name Item Distributor Code
 SKU UPC
 Select Department Select Category
 Select Item Size Select Item Pack
 Current Markup (%) Current Margin (%)
 Select Item Group Select Tax

Order Summary
 Units Received Case Received Units In Case
 Units Cost (\$) Case Cost (\$) Total Amt. (\$)
 Free QTY Free QTY Tax (\$)
 Current Case Cost (\$) Current Cost (\$)
 Avg Cost (\$) Current Price (\$)
 SGST Price (\$) Discount (\$)
 New Price (\$)
 Clear Add To Purchase Bill

Ordered Item
 Total Items: 0 Total Unit QTY: 0 Total Case QTY: 0 Total Payable: \$0.00
 Unchanged Increased Decreased **Remove All** Save Commit
 Search By SKU Search By UPC Search By Item Distributor Code Search By Item Name

5.4.1.4 Inventory Management - Save Purchase Bill

To save a purchase bill to continue at a later time, tap **Save**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office Ritesh Patel

Add PurchaseBill

Distributor Info

Select Distributor * HT Hca

Invoice Number * 98464 Bill Date * Apr 29, 2023 Delivery Date * Apr 29, 2023

Item History

Select Terms Apr 23, 2023 - Apr 29, 2023

Date	Invoice #	Unit QTY	Case QTY	Unit Cost	Case Cost
No Data Found!					

Item Details

Item Distributor Code

Search By Item Name

Search By SKU Search By UPC

Item Name Item Distributor Code

SKU UPC

Select Department Select Category

Select Item Size Select Item Pack

Current Markup (%) Current Margin (%)

Select Item Group Select Tax

Ordered Item

Total Items : 0 Total Unit QTY : 0 Total Case QTY : 0 Total Payable : \$0.00

● Unchanged ● Increased ● Decreased

remove All **Save** Commit

Search By SKU Search By UPC Search By Item Distributor Code Search By Item Name

QOH **Data Received**

Units Received Case Received Units In Case

Units Cost (\$) Case Cost (\$) Total Amt. (\$)

Free QTY Free QTY Tax (\$)

Current Case Cost (\$) Current Cost (\$)

Avg Cost (\$) Current Price (\$)

SGST Price (\$) Discount (\$)

New Price (\$)

Clear Add To Purchase Bill

5.4.1.5 Inventory Management - Commit Purchase Bill

To commit a purchase bill, tap **Commit**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office **Ritesh Patel**

Inventory **Dashboard** **Purchase Bill** **Adjustment** **Distributor**

Invoice Number * 123456 Bill Date * Apr 29, 2023 Delivery Date Apr 29, 2023

Item History
Select Terms: Apr 23, 2023 - Apr 29, 2023

Date	Invoice #	Unit QTY	Case QTY	Unit Cost	Case Cost
No Data Found!					

Search By Item Name _____

Search By SKU _____ Search By UPC _____

Item Name _____ Item Distributor Code _____

SKU _____ UPC _____

Select Department _____ Select Category _____

Select Item Size _____ Select Item Pack _____

Current Markup (%) _____ Current Margin (%) _____

0 Select Item Group _____ 0 Select Tax _____

Units Received Case Received Units In Case

Units Cost (\$) Case Cost (\$) Total Amt. (\$)

Free QTY Free QTY Tax (\$)

Current Case Cost (\$) Current Cost (\$)

Avg Cost (\$) Current Price (\$)

SGST Price (\$) Discount (\$)

New Price (\$)

Clear **Add To Purchase Bill**

Ordered Item

Total Items: 0 Total Unit QTY: 0 Total Case QTY: 0 Total Payable: \$0.00

● Unchanged ● Increased ● Decreased **Remove All** **Save** **Commit**

Search By SKU _____ Search By UPC _____ Search By Item Distributor Code _____ Search By Item Name _____

Sr#	SKU	Distributor Code	Item Name	Size/Pack	Unit QTY	Case QTY	Unit Cost (\$)	Case Cost (\$)	RIP (\$)	Free QTY	Free QTY Tax (\$)	Current Cost (\$)	QOH	Total Cost (\$)	Current Price (\$)	New Price (\$)
No Item Selected!																

5.4.2 Inventory Management - Process EDI Invoice

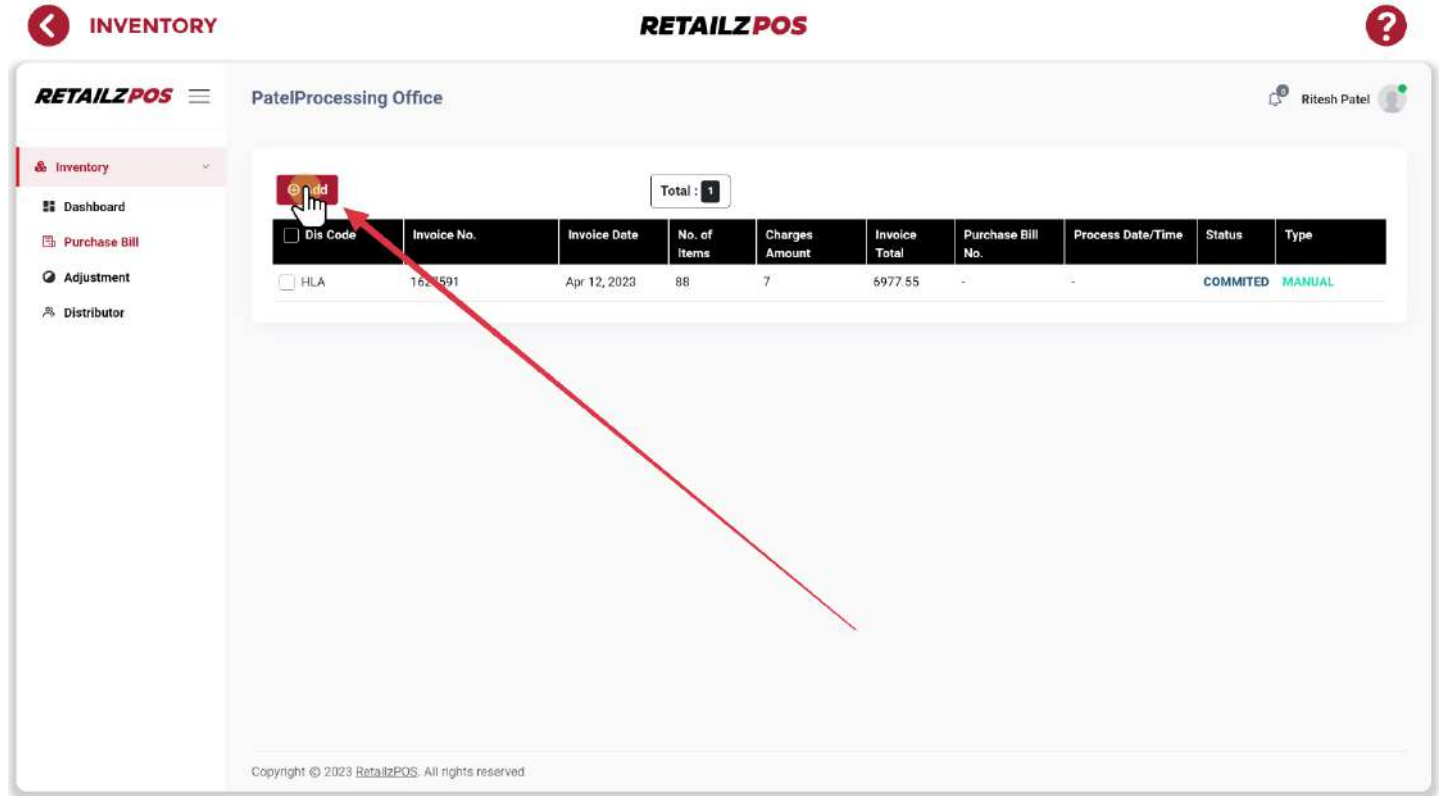
To process an EDI Invoice, tap **Process EDI**

The screenshot displays the RetailzPOS interface for 'PatelProcessing Office'. The left sidebar shows the 'Inventory' menu. The main area is titled 'Purchase Bill' and contains an 'Inventory By Vendor' chart for HLA (HLA) showing committed and open invoices. Below the chart is the 'Manage Purchases' section, which includes a date range selector (Mar 31, 2023 - Apr 29, 202), a search bar, and status filters (Pending, Committed, Cancel). A red arrow points to the 'Process EDI' button in the top right corner of the 'Manage Purchases' section. Below this section is a table of invoices.

Invoice No	Distributor Name (Code)	Invoice Date	Due Date	Total Item	Total Item Qty.	Total Amount (\$)	Status
1627591	HLA (HLA)	Apr 13, 2023	-	88	0	\$ 6977.55	COMMITTED

5.4.2.1 Inventory Management - Add EDI Invoice

To add a new EDI invoice, tap **Add**



The screenshot shows the RetailzPOS application interface. At the top, there is a navigation bar with a back arrow, the word 'INVENTORY', the 'RETAILZPOS' logo, and a help icon. Below the navigation bar, the user's name 'Ritesh Patel' is displayed. On the left side, there is a sidebar menu with options: 'Inventory' (selected), 'Dashboard', 'Purchase Bill', 'Adjustment', and 'Distributor'. The main content area displays a table of invoices. A red arrow points to a red 'Add' button in the top left corner of the table. The table has columns: 'Dis Code', 'Invoice No.', 'Invoice Date', 'No. of Items', 'Charges Amount', 'Invoice Total', 'Purchase Bill No.', 'Process Date/Time', 'Status', and 'Type'. The first row of data shows 'HLA' as the Dis Code, '1621591' as the Invoice No., 'Apr 12, 2023' as the Invoice Date, '88' as the No. of Items, '7' as the Charges Amount, '6977.55' as the Invoice Total, and 'COMMITTED' as the Status. The 'Type' column is labeled 'MANUAL'.

Dis Code	Invoice No.	Invoice Date	No. of Items	Charges Amount	Invoice Total	Purchase Bill No.	Process Date/Time	Status	Type
HLA	1621591	Apr 12, 2023	88	7	6977.55			COMMITTED	MANUAL

Total : 1

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5.4.2.2 Inventory Management - Upload EDI Invoice

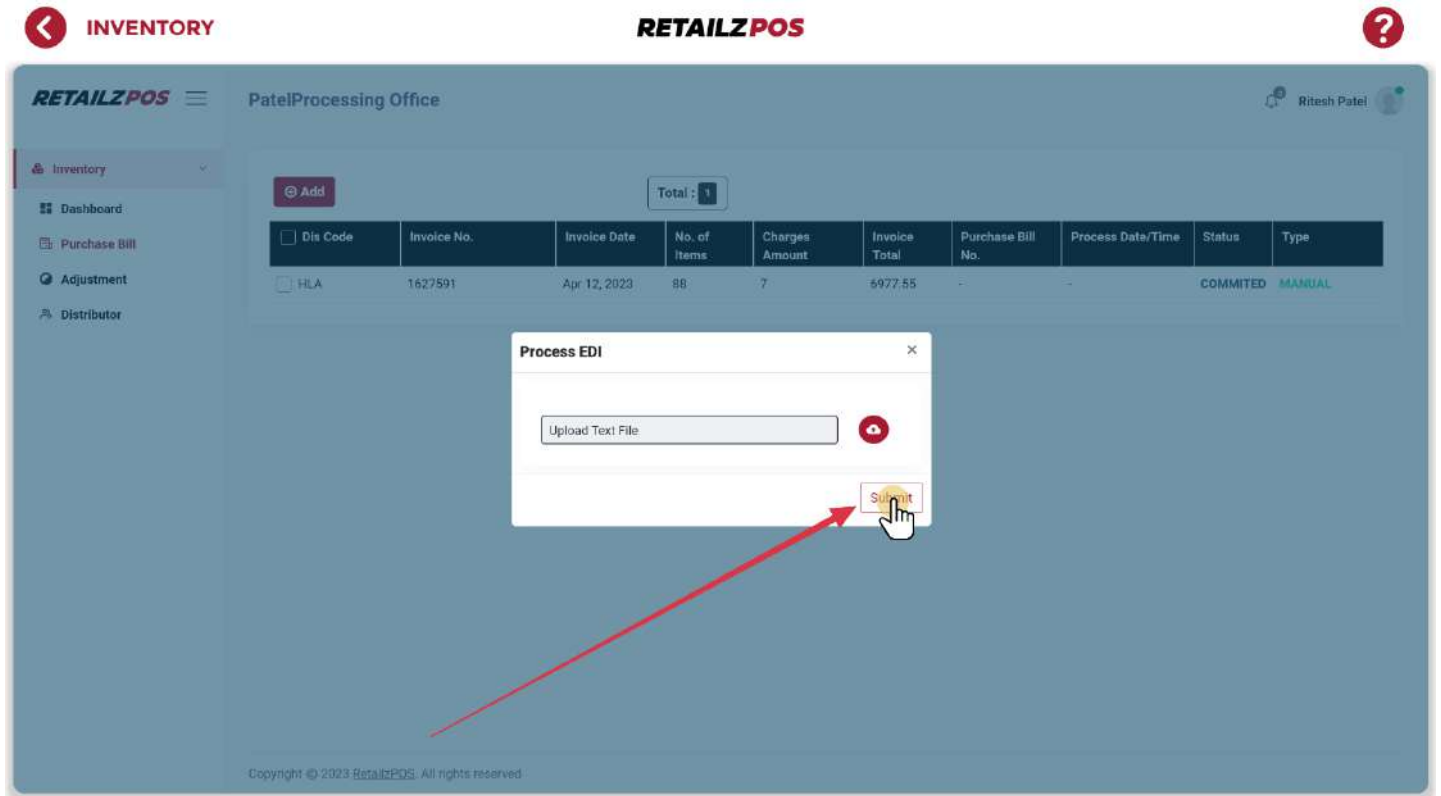
Tap the **Cloud** to import an EDI Invoice file

The screenshot displays the RetailzPOS application interface. At the top, there is a navigation bar with a back arrow, the word 'INVENTORY', the 'RETAILZPOS' logo, and a help icon. Below this, the user's name 'Ritesh Patel' is visible. The main content area shows a list of inventory items with columns: Dis Code, Invoice No., Invoice Date, No. of Items, Charges Amount, Invoice Total, Purchase Bill No., Process Date/Time, Status, and Type. A modal dialog titled 'Process EDI' is open in the center, featuring an 'Upload Text File' button and a 'Submit' button. A red arrow points from the bottom left towards the 'Upload Text File' button. The footer contains the copyright notice: 'Copyright © 2023 RetailzPOS. All rights reserved.'

Dis Code	Invoice No.	Invoice Date	No. of Items	Charges Amount	Invoice Total	Purchase Bill No.	Process Date/Time	Status	Type
HLA	1627591	Apr 12, 2023	86	7	6977.55	-	-	COMMITTED	MANUAL

5.4.2.3 Inventory Management - Submit EDI Invoice

Once you select an EDI Invoice to import, tap **Submit**



5.4.3 Inventory Management - Quick Purchase Bill

To enter a quick purchase bill, tap **Quick Purchase Bill**

The screenshot shows the 'Purchase Bill' interface in the RetailzPOS application. The top navigation bar includes a back arrow, 'INVENTORY', the 'RETAILZPOS' logo, and a help icon. The user's name 'Ritesh Patel' is displayed in the top right. The left sidebar lists navigation options: Inventory, Dashboard, Purchase Bill, Adjustment, and Distributor. The main content area is titled 'Purchase Bill' and contains two sections. The 'Inventory By Vendor' section shows a bar chart for 'HLA (HLA)' with a legend for 'Committed Invoices (\$6977.55)' and 'Open Invoices (\$6.00)'. The 'Manage Purchases' section includes a date range selector (Mar 31, 2023 - Apr 29, 2023), a search bar, and status filters (Pending, Committed, Cancel). It features three buttons: 'Add New', 'Process EDI', and 'Quick Purchase Bill'. A red arrow points from the 'Quick Purchase Bill' button in the 'Manage Purchases' section to the 'Quick Purchase Bill' button in the top right corner of the screen. Below the buttons is a table with the following data:

Invoice No	Distributor Name (Code)	Invoice Date	Due Date	Total Item	Total Item Qty.	Total Amount (\$)	Status
1627591	HLA (HLA)	Apr 13, 2023	-	88	0	\$ 6977.55	COMMITTED

5.4.3.1 Inventory Management - Quick Purchase Bill Item Information

When entering a quick purchase bill, fill out **all required fields** based off of your distributor invoice

INVENTORY

RETAILZPOS

?

PatelProcessing Office

Ritesh Patel

Inventory

Quick Add Purchase Bill

Distributor Info

Select Distributor

HLA

Invoice Number

546464564

Bill Date *

Apr 29, 2023

Delivery Date

Apr 29, 2023

Item Details

Item Distributor Code

095249

Search By Item Name

MARLBORO 72 BLACK MENTHOL

Search By SKU

23

Search By UPC

02820000935

Units Received

Units Cost (\$)

Case Received

Units In Case

Case Cost (\$)

Total Amt. (\$)

Free QTY

Free QTY Tax (\$)

Clear

Add To Purchase Bill

Ordered Item

Total Items : 0

Total Unit QTY : 0

Total Case QTY : 0

Total Payable : \$ 0.00

Unchanged

Increased

Decreased

Remove All

Save

Commit

Search By SKU

Search By UPC

Search By Item Distributor Code

Search By Item Name

Sr#	SKU	Distributor Code	Item Name	Size/Pack	Unit QTY	Case QTY	Unit Cost (\$)	Case Cost (\$)	RIP (\$)	Free QTY	Free QTY Tax (\$)	Current Cost (\$)	QOH	Total Cost (\$)	Current Price (\$)	New Price (\$)
No Item Selected!																

5.4.3.2 Inventory Management - Quick Inventory Add to Purchase Bill

Tap **Add To Purchase Bill** to add an item to an invoice

INVENTORY

RETAILZPOS

?

PatelProcessing Office

Ritesh Patel

Inventory

Quick Add Purchase Bill

Distributor Info

Select Distributor *

HLA

Invoice Number *

546464564

Bill Date *

Apr 29, 2023

Delivery Date

Apr 29, 2023

Item Details

Item Distributor Code

094998

Search By Item Name

MARLBORO BLACK BOX (PA)

Search By SKU

25

Search By UPC

02820000952

Units Received

Units Cost (\$)

Case Received

Units In Case

Case Cost (\$)

Total Amt. (\$)

Free QTY

Free QTY Tax (\$)

Clear

Add To Purchase Bill

Ordered Item

Total Items : 0

Total Unit QTY : 0

Total Case QTY : 0

Total Payable : \$ 0.00

Unchanged

Increased

Decreased

Remove All

Save

Commit

Search By SKU

Search By UPC

Search By Item Distributor Code

Search By Item Name

Sr#	SKU	Distributor Code	Item Name	Size/Pack	Unit QTY	Case QTY	Unit Cost (\$)	Case Cost (\$)	RIP (\$)	Free QTY	Free QTY Tax (\$)	Current Cost (\$)	QOH	Total Cost (\$)	Current Price (\$)	New Price (\$)
No Item Selected!																

5.4.3.3 Inventory Management - Quick Inventory Remove All

To remove all items from a quick purchase bill, tap **Remove All**

INVENTORY

RETAILZPOS

?

RETAILZPOS

Inventory

PatelProcessing Office

Ritesh Patel

Quick Add Purchase Bill

Distributor Info

Select Distributor *

HLA

Invoice Number *

545464564

Bill Date *

Apr 29, 2023

Delivery Date

Apr 29, 2023

Item Details

Item Distributor Code

Search By Item Name

Search By SKU

Search By UPC

Units Received

Units Cost (\$)

Case Received

Units In Case

Case Cost (\$)

Total Amt. (\$)

Free QTY

Free QTY Tax (\$)

Clear

Add To Purchase Bill

Ordered Item

Total Items : 0

Total Unit QTY : 0

Total Case QTY : 0

Total Payable : \$ 0.00

Unchanged

Increased

Decreased

Remove All

Save

Commit

Search By SKU

Search By UPC

Search By Item Distributor Code

Search By Item Name

Sr#	SKU	Distributor Code	Item Name	Size/Pack	Unit QTY	Case QTY	Unit Cost (\$)	Case Cost (\$)	RIP (\$)	Free QTY	Free QTY Tax (\$)	Current Cost (\$)	QOH	Total Cost (\$)	Current Price (\$)	New Price (\$)
No Item Selected!																

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5.4.3.4 Inventory Management - Quick Inventory Save

To save a quick purchase bill to continue at a later time, tap **Save**

INVENTORY

RETAILZPOS

?

RETAILZPOS

PatelProcessing Office

Ritesh Patel

Inventory

Quick Add Purchase Bill

Distributor Info

Select Distributor *

HLA

Invoice Number *

545464564

Bill Date *

Apr 29, 2023

Delivery Date

Apr 29, 2023

Item Details

Item Distributor Code

Search By Item Name

Search By SKU

Search By UPC

Units Received

Units Cost (\$)

Case Received

Units In Case

Case Cost (\$)

Total Amt. (\$)

Free QTY

Free QTY Tax (\$)

Clear

Add To Purchase Bill

Ordered Item

Total Items : 0

Total Unit QTY : 0

Total Case QTY : 0

Total Payable : \$ 0.00

Unchanged

Increased

Decreased

Remove All

Save

Search By SKU

Search By UPC

Search By Item Distributor Code

Search By Item Name

Sr#	SKU	Distributor Code	Item Name	Size/Pack	Unit QTY	Case QTY	Unit Cost (\$)	Case Cost (\$)	RIP (\$)	Free QTY	Free QTY Tax (\$)	Current Cost (\$)	QOH	Total Cost (\$)	Current Price (\$)	New Price (\$)
No Item Selected!																

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5.4.3.5 Inventory Management - Quick Inventory Commit

To commit a quick purchase bill, tap **Commit**

INVENTORY

RETAILZPOS

?

RETAILZPOS

PatelProcessing Office

Ritesh Patel

Inventory

Quick Add Purchase Bill

Distributor Info

Select Distributor *

HLA

×

Invoice Number

545464564

Bill Date *

Apr 29, 2023

Delivery Date

Apr 29, 2023

Item Details

Item Distributor Code

Search By Item Name

Search By SKU

Search By UPC

Units Received

Units Cost (\$)

Case Received

Units In Case

Case Cost (\$)

Total Amnt. (\$)

Free QTY

Free QTY Tax (\$)

Clear

Add To Purchase Bill

Ordered Item

Total Items : 0

Total Unit QTY : 0

Total Case QTY : 0

Total Payable : \$ 0.00

Unchanged

Increased

Decreased

Remove All

Save

Commit

Search By SKU

Search By UPC

Search By Item Distributor Code

Search By Item Name

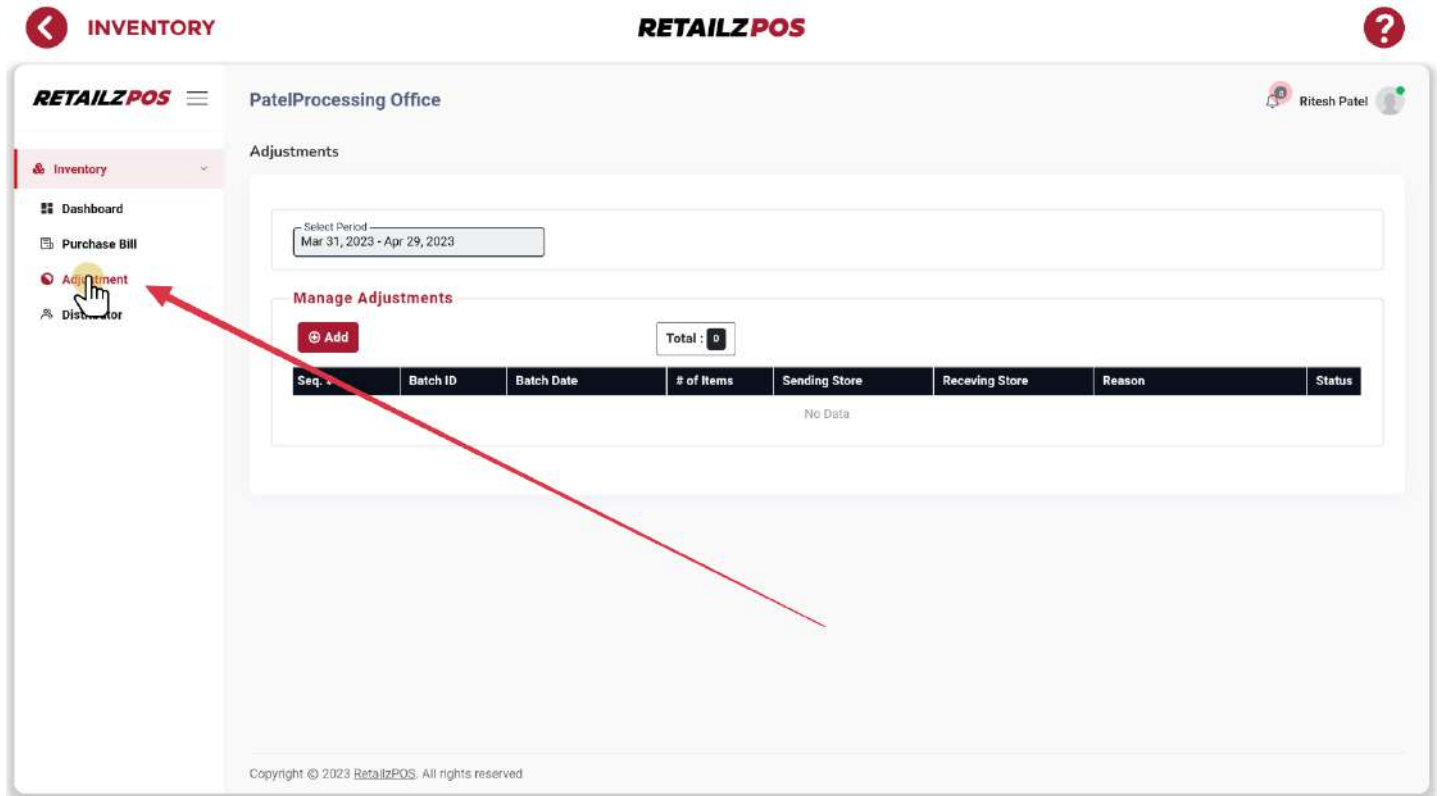
Sr#	SKU	Distributor Code	Item Name	Size/Pack	Unit QTY	Case QTY	Unit Cost (\$)	Case Cost (\$)	RIP (\$)	Free QTY	Free QTY Tax (\$)	Current Cost (\$)	QOH	Total Cost (\$)	Current Price (\$)	New Price (\$)
No Item Selected!																

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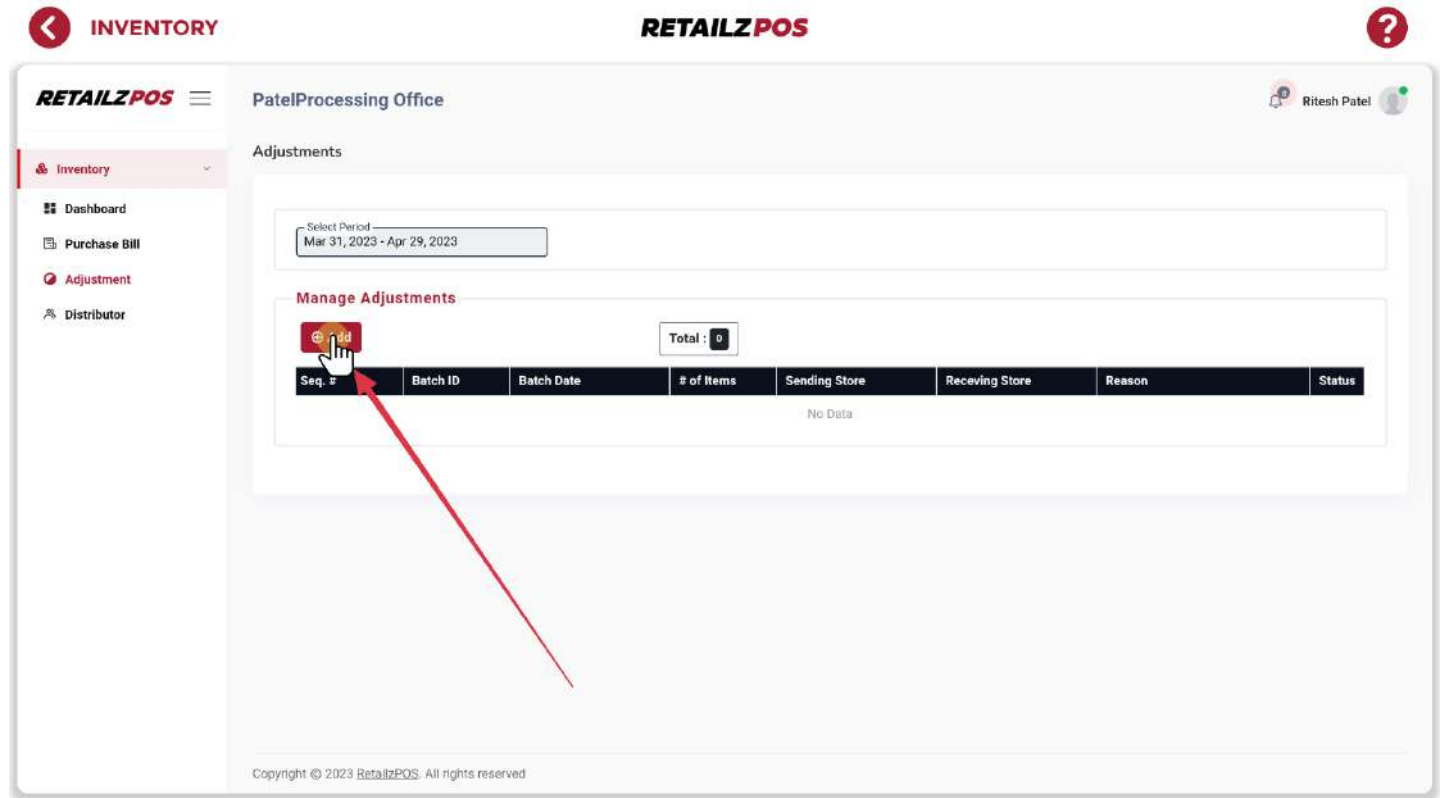
5.5 Inventory Management - Adjustment

Tap **Adjustment** to access your inventory adjustments



5.5.1 Inventory Management - Add Adjustment

To make an adjustment, tap **Add**



5.5.2 Inventory Management - Adjustment Item Information

When making an inventory adjustment, fill out **all required fields**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office **Ritesh Patel**

Add Adjustment

Inventory **Dashboard** **Purchase Bill** **Adjustment** **Distributor**

Adjustment ID: Batch Date:

Select Adjustment Type *

Select Reason *

Note:

Store-To-Store-Transfer

Select Sending Store:

Select Receiving Store:

Item Distributor Code:

Search By Item Name:

Search By SKU: Search By UPC:

Item Name: Select Department:

Select Category:

Select Item Size:

Select Item Pack:

QOH: Units In Case:

Unit QTY: Case QTY:

Unit Cost (\$): Case Cost (\$):

Markup (%): Margin (%):

Store-To-Store-Transfer

Select Adjustment By:

Unit:

Cost (\$): Adjustment Qty:

Adjusted Item

Total Items: Total Unit QTY: Total Case QTY:

Total Payable:

Sr#	SKU	Item Name	Prod Code	Size/Pack	Unit QTY	Case QTY	QOH	Adj. Stock	Curr. QOH	Case/Unit	Cost	Total Cost
1	23	MARLBORO 72 BLACK MENTHOL		- / -	0	0	10	5	15	UNIT	1.00	5.00

INVENTORY

RETAILZPOS

PatelProcessing Office

Ritesh Patel

Inventory

Dashboard

Purchase Bill

Adjustment

Distributor

Add Adjustment

Adjustment ID

Batch Date

Apr 29, 2023

Select Adjustment Type *

IN

X

Select Reason *

Custom

X

Note

Store-To-Store-Transfer

Select Sending Store

Select Receiving Store

Item Distributor Code

Search By Item Name

Search By SKU

Search By UPC

Item Name

MARLBORO 72 BLACK

Select Department

xyz

Select Category

Select Item Size

Select Item Pack

QOH

10

Units In Case

Unit QTY

10

Case QTY

Unit Cost (\$)

0.00

Case Cost (\$)

Markup (%)

0.00

Margin (%)

0.00

Store-To-Store-Transfer

Select Adjustment By

Unit

X

Cost (\$)

1.00

Adjustment Qty *

5

Clear

Save

Adjusted Item

Total Items : 1

Total Unit QTY : 5

Total Case QTY : 0

Total Payable : \$ 5.00

Remove All

Save & Close

Commit

Sr#	SKU	Item Name	Prod Code	Size/Pack	Unit QTY	Case QTY	QOH	Adj. Stock	Curr. QOH	Case/Unit	Cost	Total Cost
1	23	MARLBORO 72 BLACK MENTHOL		- / -	0	0	10	5	15	UNIT	1.00	5.00

5.5.4 Inventory Management - Remove All Items From Adjustment

To remove all items from an inventory adjustment, tap **Remove All**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office **Ritesh Patel**

Add Adjustment

Inventory **Dashboard** **Purchase Bill** **Adjustment** **Distributor**

Adjustment ID: Batch Date:

Select Adjustment Type:

Select Reason:

Note:

Store-To-Store-Transfer

Select Sending Store:

Select Receiving Store:

Item Distributor Code:

Search By Item Name:

Search By SKU: Search By UPC:

Item Name: Select Department:

Select Category: Select Item Size:

Select Item Pack:

QOH: Units In Case:

Unit QTY: Case QTY:

Unit Cost (\$): Case Cost (\$):

Markup (%): Margin (%):

Store-To-Store-Transfer

Select Adjustment By:

Unit:

Cost (\$): Adjustment Qty:

Adjusted Item

Total Items: Total Unit QTY: Total Case QTY:

Total Payable:

Sr#	SKU	Item Name	Prod Code	Size/Pack	Unit QTY	Case QTY	QOH	Adj. Stock	Curr. QOH	Case/Unit	Cost	Total Cost
1	23	MARLBORO 72 BLACK MENTHOL		- / -	0	0	10	5	15	UNIT	1.00	5.00

5.5.5 Inventory Management - Save & Close Adjustment

To save an inventory adjustment and continue at a later time, tap **Save & Close**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office Ritesh Patel

Add Adjustment

Adjustment ID: Batch Date:

Select Adjustment Type *

Select Reason *

Note:

Store-To-Store-Transfer

Select Sending Store:

Select Receiving Store:

Item Distributor Code:

Search By Item Name:

Search By SKU: Search By UPC:

Item Name: Select Department:

Select Category: Select Item Size:

Select Item Pack:

QOH: Units In Case:

Unit QTY: Case QTY:

Unit Cost (\$): Case Cost (\$):

Markup (%): Margin (%):

Store-To-Store-Transfer

Select Adjustment By:

Unit:

Cost (\$): Adjustment Qty:

Adjusted Item

Total Items: Total Unit QTY: Total Case QTY:

Total Payable:

Sr#	SKU	Item Name	Prod Code	Size/Pack	Unit QTY	Case QTY	QOH	Adj. Stock	Curr. QOH	Case/Unit	Cost	Total Cost
1	23	MARLBORO 72 BLACK MENTHOL		- / -	0	0	10	5	15	UNIT	1.00	5.00

5.5.6 Inventory Management - Commit Adjustment

To commit an inventory adjustment, tap **Commit**

INVENTORY

RETAILZPOS

?

RETAILZPOS

PatelProcessing Office

Ritesh Patel

Inventory

Dashboard

Purchase Bill

Adjustment

Distributor

Add Adjustment

Adjustment ID

Batch Date: Apr 29, 2023

Select Adjustment Type *

IN

Select Reason *

Custom

Note

Store-To-Store-Transfer

Select Sending Store

Select Receiving Store

Item Distributor Code

Search By Item Name

Search By SKU

Search By UPC

Item Name

Select Department

Select Category

Select Item Size

Select Item Pack

QOH

Units In Case

Unit QTY.

Case QTY.

Unit Cost (\$)

Case Cost (\$)

Markup (%)

Margin (%)

Store-To-Store-Transfer

Select Adjustment By

Unit

Cost

Adjustment Qty.

Clear

Add

Adjusted Item

Total Items: 1

Total Unit QTY: 10

Total Case QTY: 0

Total Payable: \$ NaN

Remove All

Save & Close

Commit

Sr#	SKU	Item Name	Prod Code	Size/Pack	Unit QTY	Case QTY	QOH	Adj. Stock	Curr. QOH	Case/Unit	Cost	Total Cost
1	23	MARLBORO 72 BLACK MENTHOL		- / -	0	0	10	5	15	UNIT	1.00	5.00

5.6 Inventory Management - Distributor

Tap Distributor to access your store distributor menu

The screenshot displays the RetailzPOS application interface. At the top, there's a header with the 'RETAILZPOS' logo and a user profile 'Ritesh Patel'. Below the header, the 'Inventory' menu is selected in the sidebar. The main content area is titled 'Distributor' and shows a table with two entries: 'HLA' and 'HT Hca'. A red arrow points to the 'Distributor' menu item in the sidebar.

RETAILZPOS **INVENTORY** **RETAILZPOS** **?**

PatelProcessing Office

Search here...

Ritesh Patel

Inventory

- Dashboard
- Purchase Bill
- Adjustment
- Distributor**

Distributor

Add **Active** **In-Active** **Total : 2** **Active** **In-Active**

Name	Distributor ID	Email	Phone No.	Status
HLA	HLA			ACTIVE
HT Hca	001		(888) 342-1134	ACTIVE

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5.6.1 Inventory Management - Add Distributor

To add a new distributor, tap **Add**

The screenshot displays the RetailzPOS application interface. At the top, there's a navigation bar with a back arrow, the word 'INVENTORY', the 'RETAILZPOS' logo, and a help icon. Below this, a sidebar on the left lists menu items: 'Inventory' (selected), 'Dashboard', 'Purchase Bill', 'Adjustment', and 'Distributor'. The main content area is titled 'PatelProcessing Office' and features a search bar and a user profile for 'Ritesh Patel'. The 'Distributor' section shows a table with columns: Name, Distributor ID, Email, Phone No., and Status. There are two distributors listed: 'HLA' and 'HT Hca', both with a status of 'ACTIVE'. A red arrow points to the 'Add' button (a red circle with a white plus sign) located above the table. The footer of the app shows 'Copyright © 2023 RetailzPOS. All rights reserved'.

Name	Distributor ID	Email	Phone No.	Status
HLA	HLA			ACTIVE
HT Hca	001		(888) 342-1134	ACTIVE

5.6.1.1 Inventory Management - Distributor Information

When adding a new distributor, fill out **all required fields**

INVENTORY **RETAILZPOS** **?**

PatelProcessing Office

Search Name...

Ritesh Patel

Inventory

Dashboard

Purchase Bill

Adjustment

Distributor

Distributor

Add My Distributor

PERSONAL DETAILS

Distributor Name * Coca Cola

Short Name

Distributor ID * 01

First Name

Last Name

Email

Phone No. * 1231231234

Select PayTerm

Note

LOCATION DETAILS

Address 1

Address 2

Zip Code

City

State

Select Country

Fax

Submit

Active In-Active

Status

ACTIVE

ACTIVE

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5.6.1.2 Inventory Management - Submit Distributor

To submit a new distributor, tap **Submit**

INVENTORY **RETAILZPOS** ?

PatelProcessing Office

Search Name...

Ritesh Patel

Distributor

Add My Distributor

PERSONAL DETAILS

Distributor Name * Coca Cola Short Name Distributor ID * 01

First Name Last Name Email

Phone No. * (123) 123-1234 Select PayTerm Note

LOCATION DETAILS

Address 1 Address 2

Zip Code City State

Select Country Fax

Submit

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Active In-Active

Status
ACTIVE
ACTIVE

5.6.2 Inventory Management - Edit Distributor

To edit a distributor, tap your distributor and tap the **green** edit button

The screenshot shows the RetailzPOS application interface. At the top, there's a header with a back arrow, the word "INVENTORY", the "RETAILZPOS" logo, and a user profile icon for "Ritesh Patel". Below the header, a sidebar on the left lists navigation options: Inventory (selected), Dashboard, Purchase Bill, Adjustment, and Distributor. The main content area is titled "PatelProcessing Office" and "Distributor". It features a table with columns: Name, Distributor ID, Email, Phone No., and Status. There are three distributors listed: Coca Cola, HLA, and HT Hca. Each row has a checkbox on the left and a status indicator on the right. A red arrow points to the green edit button (a circle with a pencil icon) for the first distributor, Coca Cola. The status of all three distributors is "ACTIVE".

Name	Distributor ID	Email	Phone No.	Status
☐ Coca Cola	01	-	(123) 123-1234	ACTIVE
☐ HLA	HLA	-	-	ACTIVE
☐ HT Hca	001	-	(888) 342-1134	ACTIVE

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5.6.3 Inventory Management - Delete Distributor

To delete a distributor, tap your distributor and tap the **red** delete button

The screenshot shows the RetailzPOS application interface. At the top, there's a navigation bar with a back arrow, the word 'INVENTORY', the 'RETAILZPOS' logo, and a help icon. Below this is a sidebar menu with options: Inventory (selected), Dashboard, Purchase Bill, Adjustment, and Distributor. The main content area is titled 'PatelProcessing Office' and shows a 'Distributor' section. It includes filters for 'Add', 'Active', 'In-Active', and a 'Total : 3' indicator. A table lists three distributors: Coca Cola, HLA, and HT Hca. Each row has a checkbox, a status indicator (green dot for Active), and a status label (ACTIVE). To the right of each row are three icons: a toggle switch, a green plus icon, and a red trash can icon. A red arrow points from the bottom left towards the red trash can icon for the first distributor, Coca Cola.

Name	Distributor ID	Email	Phone No.	Status
☐ Coca Cola	01	-	(123) 123-1234	ACTIVE
☐ HLA	HLA	-	-	ACTIVE
☐ HT Hca	001	-	(888) 342-1134	ACTIVE

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6 Customer/Loyalty - Access Customer/Loyalty

To access Customers/Loyalty, tap **Customer/Loyalty Prg.** from your main menu

RETAILZPOS

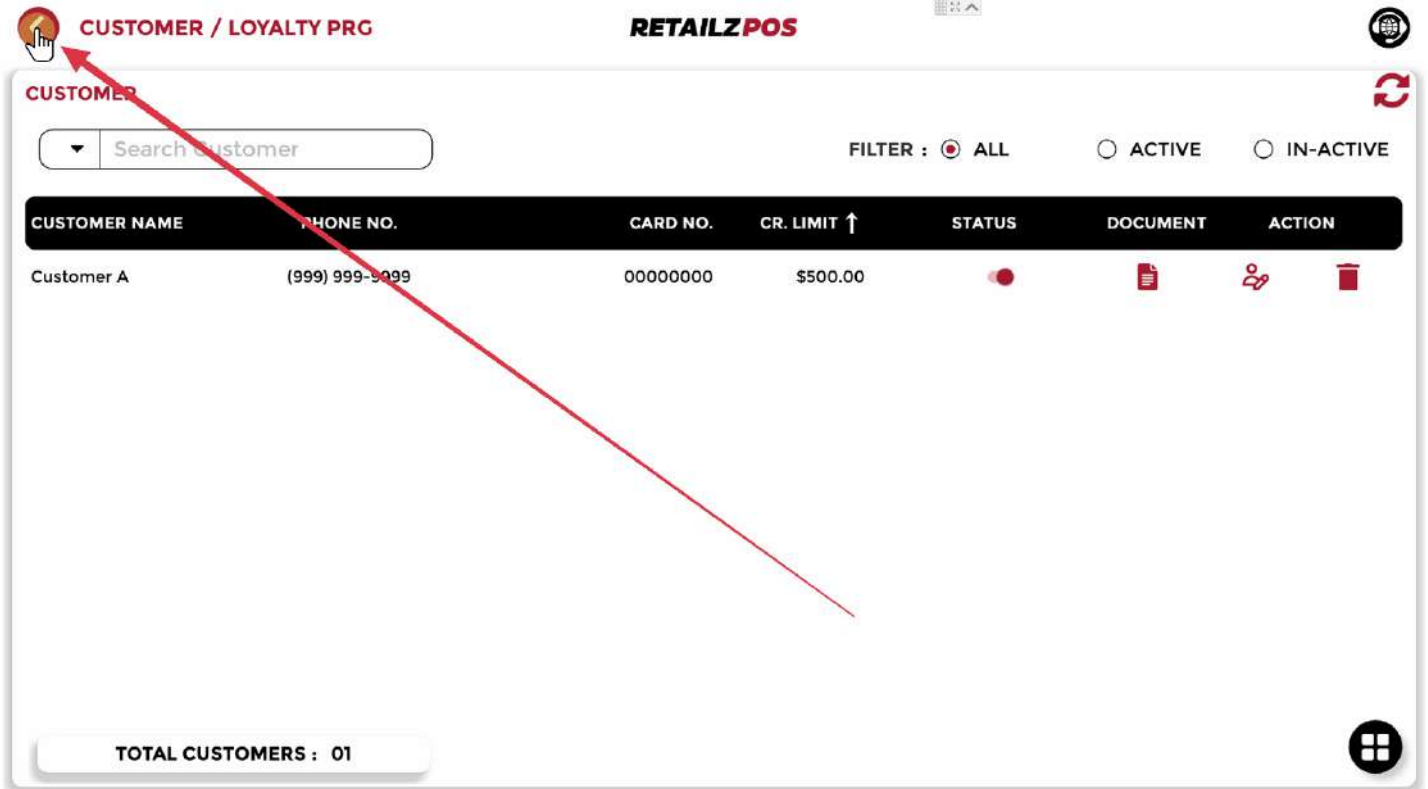


PATELPROCESSING OFFICE



6.1 Customer/Loyalty - Return to Main Menu

To return to your main menu, tap the **back arrow** next to customer/loyalty



6.2 Customer/Loyalty - Customer Operations Menu

Tap **Customer Operations Menu** to open up your customer operations

The screenshot displays the 'CUSTOMER / LOYALTY PRG' screen in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the title 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, and a refresh icon. Below the navigation bar, the word 'CUSTOMER' is displayed in red. A search bar with a dropdown arrow and the text 'Search Customer' is located on the left. To the right of the search bar, there is a filter section with the text 'FILTER :', followed by three radio buttons: 'ALL' (selected), 'ACTIVE', and 'IN-ACTIVE'. Below the filter section is a table with the following columns: 'CUSTOMER NAME', 'PHONE NO.', 'CARD NO.', 'CR. LIMIT ↑', 'STATUS', 'DOCUMENT', and 'ACTION'. The table contains one row for 'Customer A' with a phone number of '(999) 999-9999', a card number of '00000000', a credit limit of '\$500.00', and a status of 'IN-ACTIVE' (indicated by a red dot). The 'DOCUMENT' column shows a document icon, and the 'ACTION' column shows a person icon and a trash can icon. A red arrow points from the 'PHONE NO.' column of the first row to a circular icon with a hand cursor in the bottom right corner of the screen. At the bottom left, there is a button that says 'TOTAL CUSTOMERS : 01'.

CUSTOMER / LOYALTY PRG **RETAILZPOS**

CUSTOMER

Search Customer

FILTER : ☒ ALL ☐ ACTIVE ☐ IN-ACTIVE

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00			

TOTAL CUSTOMERS : 01

6.2.1 Customer/Loyalty - Customer

Tap **Customer** to open your store customer list

CUSTOMER / LOYALTY PRG **RETAILZPOS**

CUSTOMER

Search Customer FILTER : ☒ ALL ☐ ACTIVE ☐ IN-ACTIVE

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	☒		

Customer **Add Customer** **Dashboard** **Customer Settlement** **Customer Groups** **Add Customer Group**

TOTAL CUSTOMERS : 01

6.2.2 Customer/Loyalty - Add Customer

Tap **Add Customer** to add a new customer

The screenshot displays the 'CUSTOMER / LOYALTY PRG' screen in the RetailzPOS application. At the top, there is a search bar labeled 'Search Customer' and filter options: 'FILTER : ALL', 'ACTIVE', and 'IN-ACTIVE'. Below this is a table with columns: CUSTOMER NAME, PHONE NO., CARD NO., CR. LIMIT ↑, STATUS, DOCUMENT, and ACTION. The table contains one entry: 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. The status is 'IN-ACTIVE'. A red arrow points from the 'ACTION' column of this entry to a menu that appears when the action icon is tapped. The menu options are: Customer, Add Customer (highlighted with a yellow circle and a hand icon), Dashboard, Customer Settlement, Customer Groups, and Add Customer Group. At the bottom left, a summary bar shows 'TOTAL CUSTOMERS : 01'. The bottom right corner has a grid icon.

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	IN-ACTIVE		

TOTAL CUSTOMERS : 01

- Customer
- Add Customer**
- Dashboard
- Customer Settlement
- Customer Groups
- Add Customer Group

6.2.2.1 Customer/Loyalty - Customer Personal Details

Tap **Personal Details** to enter customer details

CUSTOMER / LOYALTY PRG **RETAILZPOS**  

ADD CUSTOMER  **SAVE**

PERSONAL DETAILS

LICENSE ID : ADDRESS 1 : ZIP CODE :

DRIVER'S LICENSE : ADDRESS 2 : COUNTRY :

FIRST NAME : CITY : EMAIL :

LAST NAME : STATE : SCAN LICENSE :

CUSTOMER LOYALTY NUMBERS

PRICE LEVEL



6.2.2.2 Customer/Loyalty - Customer Loyalty Number

Tap **Customer Loyalty Numbers** to enter loyalty information

The screenshot displays the 'ADD CUSTOMER' screen in the RetailzPOS application. The top navigation bar includes a back arrow, the text 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, a settings icon, and a user profile icon. The main content area is titled 'ADD CUSTOMER' with a 'SAVE' button in the top right corner. Below the title bar, there are two expandable sections: 'PERSONAL DETAILS' and 'CUSTOMER LOYALTY NUMBERS'. The 'CUSTOMER LOYALTY NUMBERS' section is currently expanded, showing several input fields and checkboxes. Red arrows are overlaid on the screen, pointing to specific fields: one points to the 'PHONE NUMBER' field (format: (000) 000-0000), another points to the 'CARD NUMBER' field (format: XXXX XXXX XXXX XXXX), a third points to the 'CORPORATE CUSTOMER' checkbox, a fourth points to the 'TAX EXEMPT' checkbox, and a fifth points to the 'PRICE LEVEL' section header. The 'PRICE LEVEL' section is currently collapsed. At the bottom right of the screen is a menu icon.

ADD CUSTOMER ✓ SAVE

▼ PERSONAL DETAILS

CUSTOMER LOYALTY NUMBERS

PHONE NUMBER CARD NUMBER

ACC. CREDIT LIMIT

OPENING BALANCE

COMPANY NAME

☐ TAX EXEMPT ☐ CORPORATE CUSTOMER

☐ ALLOW ACCEPTING CHECK

▼ PRICE LEVEL

6.2.2.3 Customer/Loyalty - Customer Price Level

Tap **Price Level** to provide a customer with a specific price level

The screenshot shows the 'ADD CUSTOMER' screen in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the text 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, and a settings icon. A 'SAVE' button with a checkmark is in the top right corner. Below the navigation bar, there are three expandable sections: 'PERSONAL DETAILS', 'CUSTOMER LOYALTY NUMBERS', and 'PRICE LEVEL'. The 'PRICE LEVEL' section is currently expanded, showing three radio button options: 'REGULAR PRICE (\$0.00)', 'WHOLESALE (15.00%)', and 'A (5.00%)'. A red arrow points to the 'REGULAR PRICE (\$0.00)' option, which is selected. A hand icon is positioned over the 'PRICE LEVEL' section header. A bottom navigation bar with a grid icon is visible at the bottom right.

ADD CUSTOMER ✓ SAVE

▼ PERSONAL DETAILS

▼ CUSTOMER LOYALTY NUMBERS

▼ PRICE LEVEL

☒ REGULAR PRICE (\$0.00) ☐ WHOLESALE (15.00%) ☐ A (5.00%)

6.2.2.4 Customer/Loyalty - Save Customer

Tap **Save** to save new customer information

ADD CUSTOMER

PERSONAL DETAILS

CUSTOMER LOYALTY NUMBERS

PRICE LEVEL

☒ REGULAR PRICE (\$0.00) ☐ WHOLESALE (15.00%) ☐ A (5.00%)

SAVE

6.2.2.5 Customer/Loyalty - Deactivate Customer

Tap the slider to **Deactivate** a customer

The screenshot shows the 'CUSTOMER / LOYALTY PRG' screen in the RetailzPOS application. At the top, there is a search bar labeled 'Search Customer' and filter options: 'FILTER : ALL' (selected), 'ACTIVE', and 'IN-ACTIVE'. Below the filters is a table with the following columns: CUSTOMER NAME, PHONE NO., CARD NO., CR. LIMIT ↑, STATUS, DOCUMENT, and ACTION. The table contains one entry for 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. A red arrow points to the 'STATUS' column for 'Customer A', which has a yellow slider control. To the right of the table are icons for document, edit, and delete. At the bottom left, a button shows 'TOTAL CUSTOMERS : 01'. The RetailzPOS logo is at the top center, and a refresh icon is at the top right.

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00			

TOTAL CUSTOMERS : 01

6.2.2.6 Customer/Loyalty - Activate Customer

Tap the slider to **Activate** a customer

The screenshot shows the 'CUSTOMER / LOYALTY PRG' screen in the RetailzPOS application. At the top, there is a search bar labeled 'Search Customer' and filter options: 'FILTER : ALL' (selected), 'ACTIVE', and 'IN-ACTIVE'. Below the search bar is a table with the following columns: CUSTOMER NAME, PHONE NO., CARD NO., CR. LIMIT ↑, STATUS, DOCUMENT, and ACTION. The table contains one entry for 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. The 'STATUS' column for 'Customer A' has a yellow slider control. A red arrow points to this slider. The 'ACTION' column contains icons for document, user, and delete. At the bottom left, a button shows 'TOTAL CUSTOMERS : 01'. The RetailzPOS logo is at the top center, and a refresh icon is at the top right.

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00			

TOTAL CUSTOMERS : 01

6.2.2.7 Customer/Loyalty - Customer Document

Tap **Document** to open customer documents

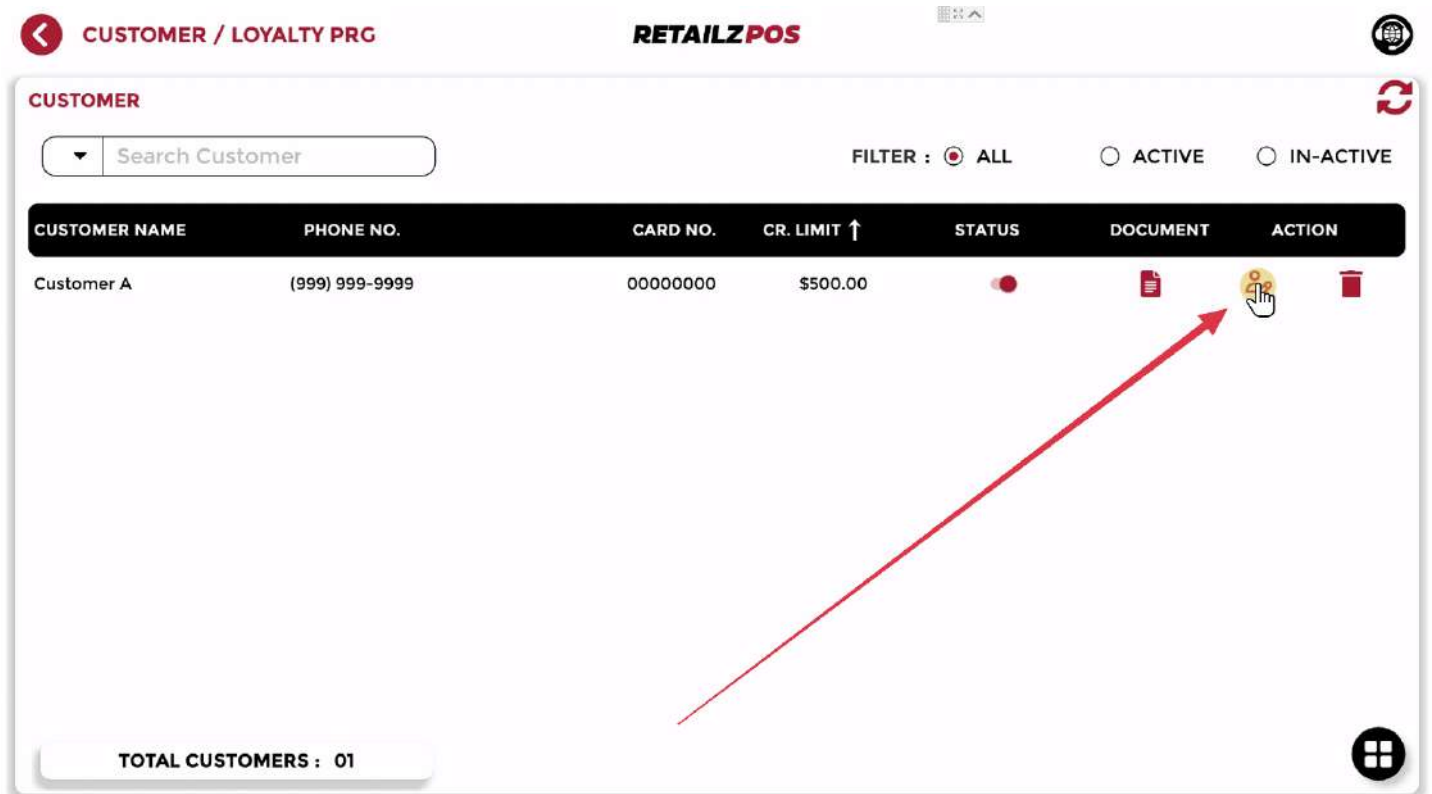
The screenshot shows the 'CUSTOMER / LOYALTY PRG' screen in the RetailzPOS application. At the top, there is a search bar labeled 'Search Customer' and filter options: 'FILTER : ALL' (selected), 'ACTIVE', and 'IN-ACTIVE'. Below the filters is a table with the following columns: CUSTOMER NAME, PHONE NO., CARD NO., CR. LIMIT ↑, STATUS, DOCUMENT, and ACTION. The table contains one entry for 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. The status is 'IN-ACTIVE' (indicated by a red dot). The 'DOCUMENT' column shows a document icon, and the 'ACTION' column shows edit and delete icons. A red arrow points to the document icon. At the bottom left, a summary bar shows 'TOTAL CUSTOMERS : 01'. The RetailzPOS logo is at the top center, and a refresh icon is at the top right.

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	●		

TOTAL CUSTOMERS : 01

6.2.2.8 Customer/Loyalty - Edit Customer

Tap **Edit** to edit a customer



CUSTOMER / LOYALTY PRG **RETAILZPOS**

CUSTOMER

Search Customer

FILTER : ☒ ALL ☐ ACTIVE ☐ IN-ACTIVE

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	☒		 

TOTAL CUSTOMERS : 01

6.2.2.9 Customer/Loyalty - Delete Customer

Tap **Delete** to delete a customer

The screenshot shows the 'CUSTOMER / LOYALTY PRG' screen in the RetailzPOS application. At the top, there is a search bar labeled 'Search Customer' and filter options: 'FILTER : ALL' (selected), 'ACTIVE', and 'IN-ACTIVE'. Below the filters is a table with the following columns: CUSTOMER NAME, PHONE NO., CARD NO., CR. LIMIT ↑, STATUS, DOCUMENT, and ACTION. The table contains one row for 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. The status is 'IN-ACTIVE' (indicated by a red dot). The ACTION column contains three icons: a document, a person, and a trash can. A red arrow points from the bottom left towards the trash can icon. At the bottom left, there is a button labeled 'TOTAL CUSTOMERS : 01'. The top right corner has a refresh icon, and the bottom right corner has a menu icon.

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	IN-ACTIVE		

TOTAL CUSTOMERS : 01

6.2.3 Customer/Loyalty - Customer Dashboard

Tap **Dashboard** to open customer dashboard

CUSTOMER / LOYALTY PRG **RETAILZPOS**

CUSTOMER

Search Customer FILTER : ☒ ALL ☐ ACTIVE ☐ IN-ACTIVE

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	☒		

TOTAL CUSTOMERS : 01

- Customer
- Add Customer
- Dashboard
- Customer Settlement
- Customer Groups
- Add Customer Group

6.2.4 Customer/Loyalty - Customer Settlement

Tap **Customer Settlement** to open the customer settlement menu

The screenshot displays the 'CUSTOMER / LOYALTY PRC' screen in the RetailzPOS application. At the top, there is a search bar labeled 'Search Customer' and filter options: 'FILTER : ALL', 'ACTIVE', and 'IN-ACTIVE'. Below this is a table with columns: CUSTOMER NAME, PHONE NO., CARD NO., CR. LIMIT ↑, STATUS, DOCUMENT, and ACTION. The table contains one entry for 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. The status is 'IN-ACTIVE'. A red arrow points from the 'ACTION' column of this entry to a menu that appears when the action icon is tapped. The menu options are: Customer, Add Customer, Dashboard, Customer Settlement (highlighted with a yellow circle and a hand icon), Customer Groups, and Add Customer Group. At the bottom left, a summary bar shows 'TOTAL CUSTOMERS : 01'. The RetailzPOS logo is at the top center, and a refresh icon is at the top right.

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00	IN-ACTIVE		

TOTAL CUSTOMERS : 01

- Customer
- Add Customer
- Dashboard
- Customer Settlement
- Customer Groups
- Add Customer Group

6.2.4.1 Customer/Loyalty - Search Customer Account For Settlement

Tap **Customer Name** to search for a specific customer for payment

 **CUSTOMER / LOYALTY PRG** **RETAILZPOS** 

CUSTOMER ACCOUNT SETTLEMENT

CUSTOMER

PHONE NO.

CARD NO.

CREDIT LIMIT

REM. BAL

PURCHASE

PAYMENT

DUE AMOUNT

☒ UN-SETTLE ☐ SETTLE

TOTAL TRANSACTION **00**

CUSTOM FILTER

PAYMENT DETAIL

RESET FILTERS

SR. NO.	POS ORDERID	DATE-TIME	AMOUNT	ITEMS	STATUS	ACTION
---------	-------------	-----------	--------	-------	--------	--------

☒ CURRENT REGISTER ☐ ALL REGISTER

TOTAL **\$0.00** **00**

MAKE PAYMENT



6.2.4.2 Customer/Loyalty - Customer Account Settlement Customer Filter

Tap **Custom Filter** to filter your customers for payment

 **CUSTOMER / LOYALTY PRG** **RETAILZPOS** 

CUSTOMER ACCOUNT SETTLEMENT

CUSTOMER

PHONE NO.

CARD NO.

CREDIT LIMIT

REM. BAL

PURCHASE

PAYMENT

DUE AMOUNT

☒ UN-SETTLE ☐ SETTLE

TOTAL TRANSACTION 00

CUSTOM FILTER

PAYMENT DETAIL

RESET FILTERS

SR. NO.	POS ORDERID	DATE-TIME	AMOUNT	ITEMS	STATUS	ACTION
---------	-------------	-----------	--------	-------	--------	--------

☒ CURRENT REGISTER ☐ ALL REGISTER

TOTAL \$0.00 00

MAKE PAYMENT



6.2.4.3 Customer/Loyalty - Customer Account Settlement Reset Filter

Tap **Reset Filters** to remove customer settlement filters

CUSTOMER / LOYALTY PRG

RETAILZPOS

CUSTOMER ACCOUNT SETTLEMENT

CUSTOMER

PHONE NO.

CARD NO.

CREDIT LIMIT

REM. BAL

PURCHASE

PAYMENT

DUE AMOUNT

☒ UN-SETTLE
 ☐ SETTLE

TOTAL TRANSACTION
00

CUSTOM FILTER

PAYMENT DETAIL

RESET FILTERS

SR. NO.	POS ORDERID	DATE-TIME	AMOUNT	ITEMS	STATUS	ACTION

☒ CURRENT REGISTER
 ☐ ALL REGISTER

TOTAL
\$0.00
 00

MAKE PAYMENT

6.2.4.4 Customer/Loyalty - Customer Account Settlement Payment Detail

Tap **Payment Details** to view customer payment details

CUSTOMER / LOYALTY PRG

RETAILZPOS

CUSTOMER ACCOUNT SETTLEMENT

CUSTOMER

PHONE NO.

CARD NO.

CREDIT LIMIT

REM. BAL

PURCHASE

PAYMENT

DUE AMOUNT

☒ UN-SETTLE ☐ SETTLE

TOTAL TRANSACTION 00

CUSTOM FILTER

PAYMENT DETAIL

RESET FILTERS

SR. NO.	POS ORDERID	DATE-TIME	AMOUNT	ITEMS	STATUS	ACTION
---------	-------------	-----------	--------	-------	--------	--------

☒ CURRENT REGISTER ☐ ALL REGISTER

TOTAL \$0.00 00

MAKE PAYMENT

6.2.4.5 Customer/Loyalty - Customer Account Settlement Make Payment

Tap **Make Payment** to make a customer payment

 **CUSTOMER / LOYALTY PRG** **RETAILZPOS** 

CUSTOMER ACCOUNT SETTLEMENT

CUSTOMER

PHONE NO.

CARD NO.

CREDIT LIMIT

REM. BAL

PURCHASE

PAYMENT

DUE AMOUNT

☒ UN-SETTLE ☐ SETTLE

TOTAL TRANSACTION **00**

CUSTOM FILTER

PAYMENT DETAIL

RESET FILTERS

☒ CURRENT REGISTER ☐ ALL REGISTER

TOTAL **\$0.00** **00**

MAKE PAYMENT 

6.2.5 Customer/Loyalty - Customer Groups

Tap **Customer Groups** to view customer groups list

The screenshot displays the 'CUSTOMER / LOYALTY PRC' screen in the RetailzPOS application. At the top, there is a header bar with a back arrow, the title 'CUSTOMER / LOYALTY PRC', the 'RETAILZPOS' logo, and a refresh icon. Below the header, the main content area is titled 'CUSTOMER' and features a search bar with a dropdown arrow and the text 'Search Customer'. To the right of the search bar, there are filter options: 'FILTER : ALL' (selected), 'ACTIVE', and 'IN-ACTIVE'. Below the filters is a table with the following columns: 'CUSTOMER NAME', 'PHONE NO.', 'CARD NO.', 'CR. LIMIT ↑', 'STATUS', 'DOCUMENT', and 'ACTION'. The table contains one row for 'Customer A' with phone number '(999) 999-9999', card number '00000000', and credit limit '\$500.00'. The status is indicated by a red dot. To the right of the table, there are icons for document, user, and delete. A red arrow points from the 'Customer A' row to the 'Customer Groups' option in the sidebar menu. The sidebar menu is located on the right side of the screen and includes the following options: 'Customer', 'Add Customer', 'Dashboard', 'Customer Settlement', 'Customer Groups' (highlighted with a yellow circle and a hand icon), and 'Add Customer Group'. At the bottom left of the screen, there is a button labeled 'TOTAL CUSTOMERS : 01'. At the bottom right, there is a grid icon.

CUSTOMER / LOYALTY PRC **RETAILZPOS**

CUSTOMER

Search Customer FILTER : ☒ ALL ☐ ACTIVE ☐ IN-ACTIVE

CUSTOMER NAME	PHONE NO.	CARD NO.	CR. LIMIT ↑	STATUS	DOCUMENT	ACTION
Customer A	(999) 999-9999	00000000	\$500.00			

TOTAL CUSTOMERS : 01

- Customer
- Add Customer
- Dashboard
- Customer Settlement
- Customer Groups**
- Add Customer Group

6.2.6 Customer/Loyalty - Add Customer Group

Tap **Add Customer Group** to create a new customer group



6.2.6.1 Customer/Loyalty - Name Customer Group

Tap **Group Name** to create a customer group name

ADD GROUP ✓ SAVE

GROUP NAME :

☐ CUSTOMER NAME	PHONE NO.
☐ CUSTOMER A	(999) 999-9999

ADD
REMOVE

☐ CUSTOMER NAME	PHONE NO.
--	-----------

6.2.6.2 Customer/Loyalty - Select Customer To Add To Customer Group

Tap the **customer** you wish to add to the customer group

The screenshot displays the 'ADD GROUP' screen in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the text 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, and a user profile icon. A 'SAVE' button with a checkmark is in the top right corner. Below the navigation bar, the 'GROUP NAME' field is set to 'Diamond'. The main area is divided into two panels. The left panel, titled 'CUSTOMER NAME' and 'PHONE NO.', contains a list of customers. The first entry is 'CUSTOMER A' with the phone number '(999) 999-9999'. A red arrow points to the customer icon for 'CUSTOMER A'. The right panel is currently empty, also titled 'CUSTOMER NAME' and 'PHONE NO.'. Between the two panels are 'ADD' and 'REMOVE' buttons. A bottom navigation bar with a grid icon is visible at the bottom right.

ADD GROUP ✓ SAVE

GROUP NAME :

☒	CUSTOMER NAME	PHONE NO.
☒	CUSTOMER A	(999) 999-9999

ADD
REMOVE

☐	CUSTOMER NAME	PHONE NO.
--------------------------	---------------	-----------

6.2.6.3 Customer/Loyalty - Add Customer To Customer Group

Tap **Add** to add the selected customers to a customer group

The screenshot displays the 'ADD GROUP' screen in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the text 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, and a user profile icon. Below the navigation bar, the screen is divided into two main sections. The left section, titled 'ADD GROUP', contains a 'GROUP NAME' field with the value 'Diamond'. Below this, there is a table with two columns: 'CUSTOMER NAME' and 'PHONE NO.'. The table has one row with a checked checkbox, 'CUSTOMER A', and the phone number '(999) 999-9999'. To the right of this table, there are two buttons: 'ADD' (with a plus icon) and 'REMOVE'. A red arrow points from the 'ADD' button to the 'CUSTOMER A' row. The right section of the screen is empty, with a header bar containing a checkbox, 'CUSTOMER NAME', and 'PHONE NO.'. At the bottom right of the right section, there is a menu icon (three dots in a circle). In the top right corner of the screen, there is a red checkmark icon and the text 'SAVE'.

ADD GROUP ✓ SAVE

GROUP NAME :

☒	CUSTOMER NAME	PHONE NO.
☒	CUSTOMER A	(999) 999-9999

ADD **REMOVE**

☐	CUSTOMER NAME	PHONE NO.
--------------------------	---------------	-----------

6.2.6.4 Customer/Loyalty - Select Customer For Group Removal

Tap the customer you wish to **remove** from a customer group

The screenshot displays the 'ADD GROUP' screen in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the text 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, and a user profile icon. Below the navigation bar, the 'ADD GROUP' title is on the left, and a red 'SAVE' button with a checkmark is on the right. A 'GROUP NAME' field contains the text 'Diamond'. Below this, there are two panels. The left panel has a header with a checkbox, 'CUSTOMER NAME', and 'PHONE NO.', and it is currently empty. The right panel has a header with a checked checkbox, 'CUSTOMER NAME', and 'PHONE NO.', and it contains one entry: 'CUSTOMER A' with the phone number '(999) 999-9999'. A red arrow points from the 'REMOVE' button to the 'CUSTOMER A' entry. Between the two panels are 'ADD' and 'REMOVE' buttons. A bottom navigation bar with a grid icon is visible at the bottom right.

ADD GROUP SAVE

GROUP NAME :

☐ CUSTOMER NAME	PHONE NO.
☒ CUSTOMER A	(999) 999-9999

ADD REMOVE

6.2.6.5 Customer/Loyalty - Remove Customer From Customer Group

Tap **Remove** to remove the selected customer from the customer group

ADD GROUP ✓ SAVE

GROUP NAME : Diamond

☐ CUSTOMER NAME	PHONE NO.
--	-----------

☒ CUSTOMER NAME	PHONE NO.
☒ CUSTOMER A	(999) 999-9999

ADD
REMOVE

6.2.6.6 Customer/Loyalty - Save Customer Group

Tap **Save** to save a customer group

The screenshot shows the 'ADD GROUP' screen in the RetailzPOS application. At the top, there is a navigation bar with a back arrow, the text 'CUSTOMER / LOYALTY PRG', the 'RETAILZPOS' logo, and a settings icon. Below the navigation bar, the 'ADD GROUP' screen is divided into two main sections. The left section has a 'GROUP NAME' label followed by a text input field containing 'Diamond'. The right section contains a table with two columns: 'CUSTOMER NAME' and 'PHONE NO.'. The table has a header row with checkboxes and a data row with 'CUSTOMER A' and '(999) 999-9999'. Below the table, there are 'ADD' and 'REMOVE' buttons. In the top right corner of the screen, there is a red checkmark icon and a yellow 'SAVE' button with a hand icon. A red arrow points from the bottom left towards the 'SAVE' button. At the bottom right, there is a menu icon.

ADD GROUP

GROUP NAME :

☐	CUSTOMER NAME	PHONE NO.
☐	CUSTOMER A	(999) 999-9999

ADD

REMOVE

SAVE

7 Reports - Access Reports

Tap **Reports** to access your store reporting

RETAILZPOS

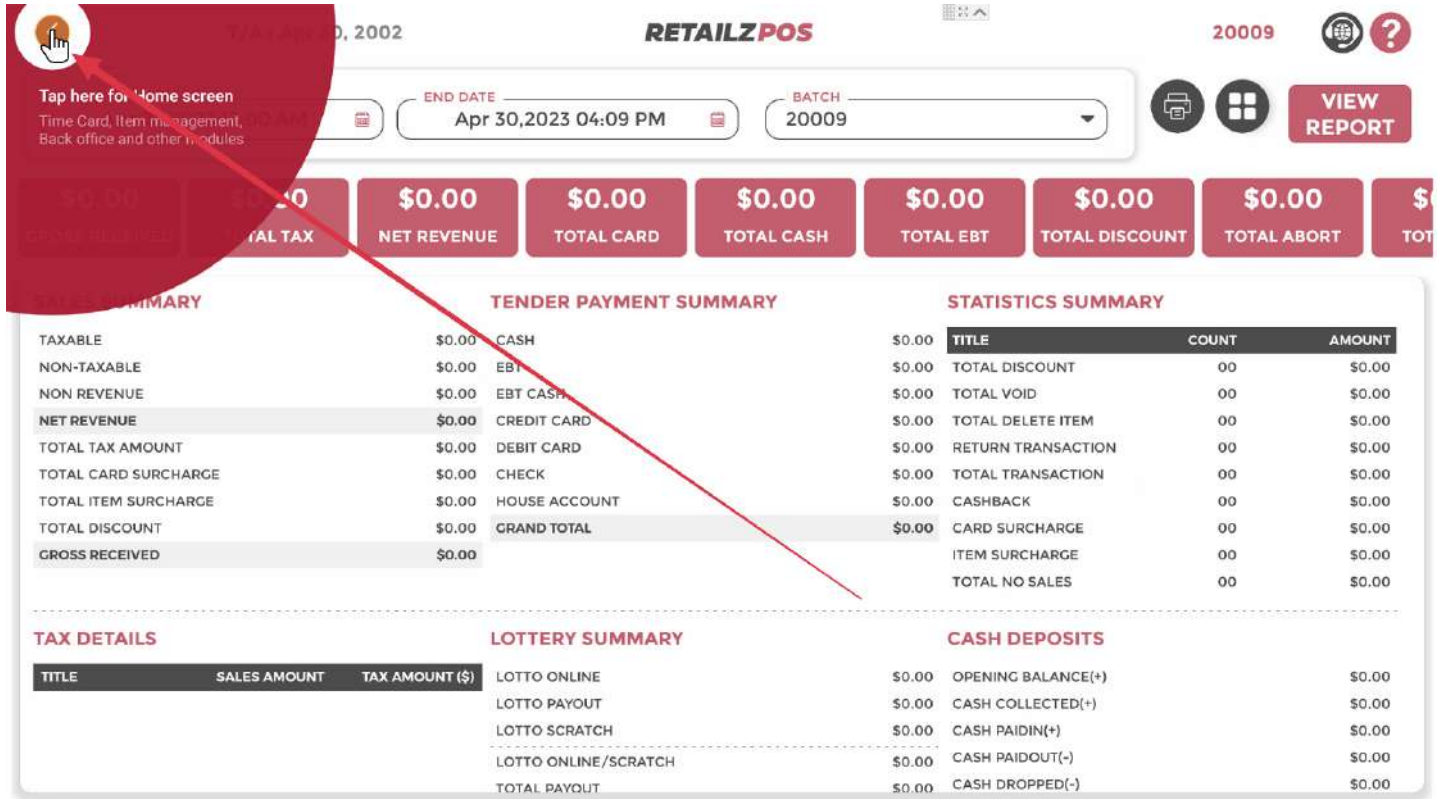


PATELPROCESSING OFFICE



7.1 Reports - Return To Main Menu

Tap the **arrow** at the top left of the screen to return to the main menu



Tap here for Home screen
Time Card, Item management, 00 AM
Back office and other modules

RETAILZPOS

20009

END DATE: Apr 30, 2023 04:09 PM

BATCH: 20009

VIEW REPORT

SALES SUMMARY		TENDER PAYMENT SUMMARY		STATISTICS SUMMARY		
TAXABLE	\$0.00	CASH	\$0.00	TITLE	COUNT	AMOUNT
NON-TAXABLE	\$0.00	EBT	\$0.00	TOTAL DISCOUNT	00	\$0.00
NON REVENUE	\$0.00	EBT CASH	\$0.00	TOTAL VOID	00	\$0.00
NET REVENUE	\$0.00	CREDIT CARD	\$0.00	TOTAL DELETE ITEM	00	\$0.00
TOTAL TAX AMOUNT	\$0.00	DEBIT CARD	\$0.00	RETURN TRANSACTION	00	\$0.00
TOTAL CARD SURCHARGE	\$0.00	CHECK	\$0.00	TOTAL TRANSACTION	00	\$0.00
TOTAL ITEM SURCHARGE	\$0.00	HOUSE ACCOUNT	\$0.00	CASHBACK	00	\$0.00
TOTAL DISCOUNT	\$0.00	GRAND TOTAL	\$0.00	CARD SURCHARGE	00	\$0.00
GROSS RECEIVED	\$0.00			ITEM SURCHARGE	00	\$0.00
				TOTAL NO SALES	00	\$0.00

TAX DETAILS			LOTTERY SUMMARY		CASH DEPOSITS	
TITLE	SALES AMOUNT	TAX AMOUNT (\$)				
			LOTTO ONLINE	\$0.00	OPENING BALANCE(+)	\$0.00
			LOTTO PAYOUT	\$0.00	CASH COLLECTED(+)	\$0.00
			LOTTO SCRATCH	\$0.00	CASH PAIDIN(+)	\$0.00
			LOTTO ONLINE/SCRATCH	\$0.00	CASH PAIDOUT(-)	\$0.00
			TOTAL PAYOUT	\$0.00	CASH DROPPED(-)	\$0.00

7.2 Reports - Reports Menu

Your **Report Menu** will display all your active reporting from that day

T/A : Apr 30, 2002
RETAILZPOS

20009

VIEW REPORT

START DATE
 Apr 29, 2023 12:00 AM

END DATE
 Apr 30, 2023 04:09 PM

BATCH
 20009

\$0.00
GROSS RECEIVED

\$0.00
TOTAL TAX

\$0.00
NET REVENUE

\$0.00
TOTAL CARD

\$0.00
TOTAL CASH

\$0.00
TOTAL EBT

\$0.00
TOTAL DISCOUNT

\$0.00
TOTAL ABORT

\$0.00
TOTAL

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	00	\$0.00
CASHBACK	00	\$0.00
CARD SURCHARGE	00	\$0.00
ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

7.3 Reports - Request Support

Tap the **Support** icon to request tech support

The screenshot shows the RetailzPOS Register interface. At the top, there's a header with a back arrow, the date 'T/A : Apr 30, 2002', the logo 'RETAILZPOS', and a settings icon. Below the header, there are three input fields: 'START DATE' (Apr 29, 2023 12:00 AM), 'END DATE' (Apr 30, 2023 04:09 PM), and 'BATCH' (20009). A row of summary cards follows, each showing '\$0.00' for various categories like GROSS RECEIVED, TOTAL TAX, NET REVENUE, etc. Below these are three main summary sections: SALES SUMMARY, TENDER PAYMENT SUMMARY, and STATISTICS SUMMARY. Each section contains a table of data. At the bottom, there are three more sections: TAX DETAILS, LOTTERY SUMMARY, and CASH DEPOSITS, each with its own table. A red callout bubble on the right side of the screen points to a support icon (a person with a question mark) and contains the text: 'Tap here to open help', 'Tech support will get a notification when user needs to help', and a 'VIEW' button.

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	00	\$0.00
CASHBACK	00	\$0.00
CARD SURCHARGE	00	\$0.00
ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

7.4 Reports - Select Report

Tap the quick action icon to **select a report**


T/A : Apr 30, 2002
RETAILZPOS
20009



START DATE
Apr 29, 2023 12:00 AM
END DATE
Apr 30, 2023 04:09 PM
BATCH
20009

\$0.00 GROSS RECEIVED
\$0.00 TOTAL TAX
\$0.00 NET REVENUE
\$0.00 TOTAL CARD
\$0.00 TOTAL CASH
\$0.00 TOTAL EBT
\$0.00 TOTAL VOID
\$0.00 TOTAL DELETE ITEM
\$0.00 RETURN TRANSACTION
\$0.00 TOTAL TRANSACTION
\$0.00 CASHBACK
\$0.00 CARD SURCHARGE
\$0.00 ITEM SURCHARGE
\$0.00 TOTAL NO SALES

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	00	\$0.00
CASHBACK	00	\$0.00
CARD SURCHARGE	00	\$0.00
ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
-------	--------------	-----------------

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

NEW REPORT

To select the reports type
end shift report, end day report,
etc.

7.4.1 Reports - Sales Summary Report

Tap **Sales Summary Report** to view report


T/A : Apr 30, 2002
RETAILZPOS
20009



START DATE Apr 29, 2023 12:00 AM
 END DATE Apr 30, 2023 04:09 PM
 BATCH 20009
 VIEW REPORT

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00
GROSS RECEIVED TOTAL TAX NET REVENUE TOTAL CARD TOTAL CASH

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
LOTTO ONLINE	\$0.00	\$0.00
LOTTO PAYOUT	\$0.00	\$0.00
LOTTO SCRATCH	\$0.00	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00	\$0.00
TOTAL PAYOUT	\$0.00	\$0.00

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

Reports Menu:

- Sales Summary Report
- End of Day
- Tax Summary Report
- Department Sales Summary Report
- Employee Detail Report
- Cash Drawer Function Report
- Action Log Report

7.4.2 Reports - End Of Day Report

Tap **End Of Day** to view report

The screenshot displays the RetailzPOS interface with the following components:

- Header:** T/A : Apr 30, 2002, RETAILZPOS logo, and a date selector showing 20009.
- Navigation Bar:** Includes buttons for START DATE (Apr 29, 2023 12:00 AM), END DATE (Apr 30, 2023 04:12 PM), BATCH (20009), and a VIEW REPORT button.
- Summary Cards:** Five cards showing \$0.00 for GROSS RECEIVED, TOTAL TAX, NET REVENUE, TOTAL CARD, and TOTAL CASH.
- Reports Menu:** A dropdown menu is open, listing:
 - Sales Summary Report
 - End of Day (highlighted with a red arrow)
 - Tax Summary Report
 - Department Sales Summary Report
 - Employee Detail Report
 - Cash Drawer Function Report
 - Action Log Report
- Main Content Area:**
 - SALES SUMMARY:**

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00
 - TENDER PAYMENT SUMMARY:**

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00
 - TAX DETAILS:**

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
LOTTO ONLINE	\$0.00	\$0.00
LOTTO PAYOUT	\$0.00	\$0.00
LOTTO SCRATCH	\$0.00	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00	\$0.00
TOTAL PAYOUT	\$0.00	\$0.00
 - LOTTERY SUMMARY:**

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00
 - CASH DEPOSITS:**

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

T/A : Apr 30, 2002

RETAILZPOS

20009

START DATE

Apr 30,2023 04:12 PM

END DATE

Apr 30,2023 04:12 PM

PERIOD

TODAY

VIEW REPORT

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

SALES SUMMARY REPORT

End of Day

Tax Summary Report

Department Sales Summary Report

Employee Detail Report

Cash Drawer Function Report

Action Log Report

ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
TAX1 (7.00 %)	\$0.00	\$0.00
TOTAL		\$0.00

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00
TOTAL NON-REVENUE AMOUNT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00
CASH IN HAND	\$0.00

7.4.4 Reports - Department Sales Summary Report

Tap **Department Sales Summary Report** to view report

The screenshot displays the RetailzPOS interface. At the top, there is a navigation bar with a back arrow, the date 'T/A : Apr 30, 2002', the 'RETAILZPOS' logo, and a user ID '20009'. Below the navigation bar, there are two date selection fields: 'START DATE' (Apr 29, 2023 12:00 AM) and 'END DATE' (Apr 30, 2023 04:13 PM). To the right of these fields are icons for printing, a grid, and a 'VIEW REPORT' button. A dropdown menu is open, listing several report options: 'Sales Summary Report', 'End of Day', 'Tax Summary Report', 'Department Sales Summary Report' (highlighted with a yellow circle and a red arrow), 'Employee Detail Report', 'Cash Drawer Function Report', and 'Action Log Report'. The background shows a table with columns 'TITLE', 'SALES AMOUNT', and 'TAX AMOUNT (\$') under the heading 'TAX DETAILS'.

7.4.5 Reports - Employee Detail Report

Tap **Employee Detail Report** to view report

The screenshot displays the RetailzPOS interface. At the top, there is a navigation bar with a back arrow, the date 'T/A : Apr 30, 2002', the 'RETAILZPOS' logo, and a user ID '20009'. Below the navigation bar, there are two date pickers: 'START DATE' set to 'Apr 29, 2023 12:00 AM' and 'END DATE' set to 'Apr 30, 2023 04:13 PM'. To the right of these are icons for a printer, a grid, and a 'VIEW REPORT' button. The main content area is titled 'SALES BY DEPARTMENT' and features a table with columns: 'DEPARTMENT', 'SUBTOTAL', 'DISCOUNT', 'SURCHARGE', 'NET', and 'GRAND TOTAL'. A red arrow points from the 'NET' column header to a dropdown menu that is open, showing the following options: 'Sales Summary Report', 'End of Day', 'Tax Summary Report', 'Department Sales Summary Report', 'Employee Detail Report' (which is highlighted with a yellow circle and a hand icon), 'Cash Drawer Function Report', and 'Action Log Report'.

7.4.6 Reports - Cash Drawer Function

Tap **Cash Drawer Function Report** to view report

The screenshot displays the RetailzPOS interface. At the top, there is a navigation bar with a back arrow, the text 'T/A : Apr 30, 2002', the 'RETAILZPOS' logo, and a user ID '20009' with a help icon. Below this, there are two date pickers: 'START DATE' set to 'Apr 29, 2023 12:00 AM' and 'END DATE' set to 'Apr 30, 2023 04:13 PM'. To the right of these are icons for a printer, a grid, and a 'VIEW REPORT' button. The main area is titled 'TIME-CARD SHEET' and contains a table with columns: 'SR. NO.', 'CLOCK-IN TIME', 'CLOCK-OUT TIME', and 'CLOCK-OUT TIME'. A red arrow points from the bottom left towards a dropdown menu that is open, showing a list of reports: 'Sales Summary Report', 'End of Day', 'Tax Summary Report', 'Department Sales Summary Report', 'Employee Detail Report', 'Cash Drawer Function Report' (which is highlighted with a yellow hand icon), and 'Action Log Report'.

7.4.7 Reports - Action Log Report

Tap **Action Log Report** to view report

The screenshot displays the RetailzPOS interface. At the top, there's a navigation bar with a back arrow, the date 'T/A : Apr 30, 2002', the 'RETAILZPOS' logo, and a user ID '20009'. Below this, there are date selection fields for 'START DATE' (Apr 29, 2023 12:00 AM) and 'END DATE' (Apr 30, 2023 04:13 PM). To the right are icons for printing, a grid, and a 'VIEW REPORT' button. The main section is titled 'CASH DRAWER FUNCTION REPORT' and contains a table with columns: TYPE, DATE-TIME, SHIFT, EMPLOYEE, REASON, and COUNT. A dropdown menu is open over the table, listing several report options: Sales Summary Report, End of Day, Tax Summary Report, Department Sales Summary Report, Employee Detail Report, Cash Drawer Function Report, and Action Log Report. The 'Action Log Report' option is highlighted with a yellow circle, and a red arrow points from the bottom left towards it. The table shows some data rows with counts of \$0.00.

TYPE	DATE-TIME	SHIFT	EMPLOYEE	REASON	COUNT
					(+)
					\$0.00
					JT (-)
					\$0.00
					(-)
					\$0.00
					\$0.00

7.5 Reports - View Report

Tap **View Report** to view your selected report


T/A : Apr 30, 2002
RETAILZPOS


START DATE
 Apr 29, 2023 12:00 AM

END DATE
 Apr 30, 2023 04:09 PM

BATCH
 20009

\$0.00 **\$0.00** **\$0.00** **\$0.00** **\$0.00** **\$0.00** **\$0.00** **\$0.00**

GROSS RECEIVED TOTAL TAX NET REVENUE TOTAL CARD TOTAL CASH TOTAL EBT TOTAL DISCOUNT TOTAL SURCHARGE TOTAL NO SALES

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

STATISTICS SUMMARY

TITLE	COUNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	00	\$0.00
CASHBACK	00	\$0.00
CARD SURCHARGE	00	\$0.00
ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
-------	--------------	-----------------

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

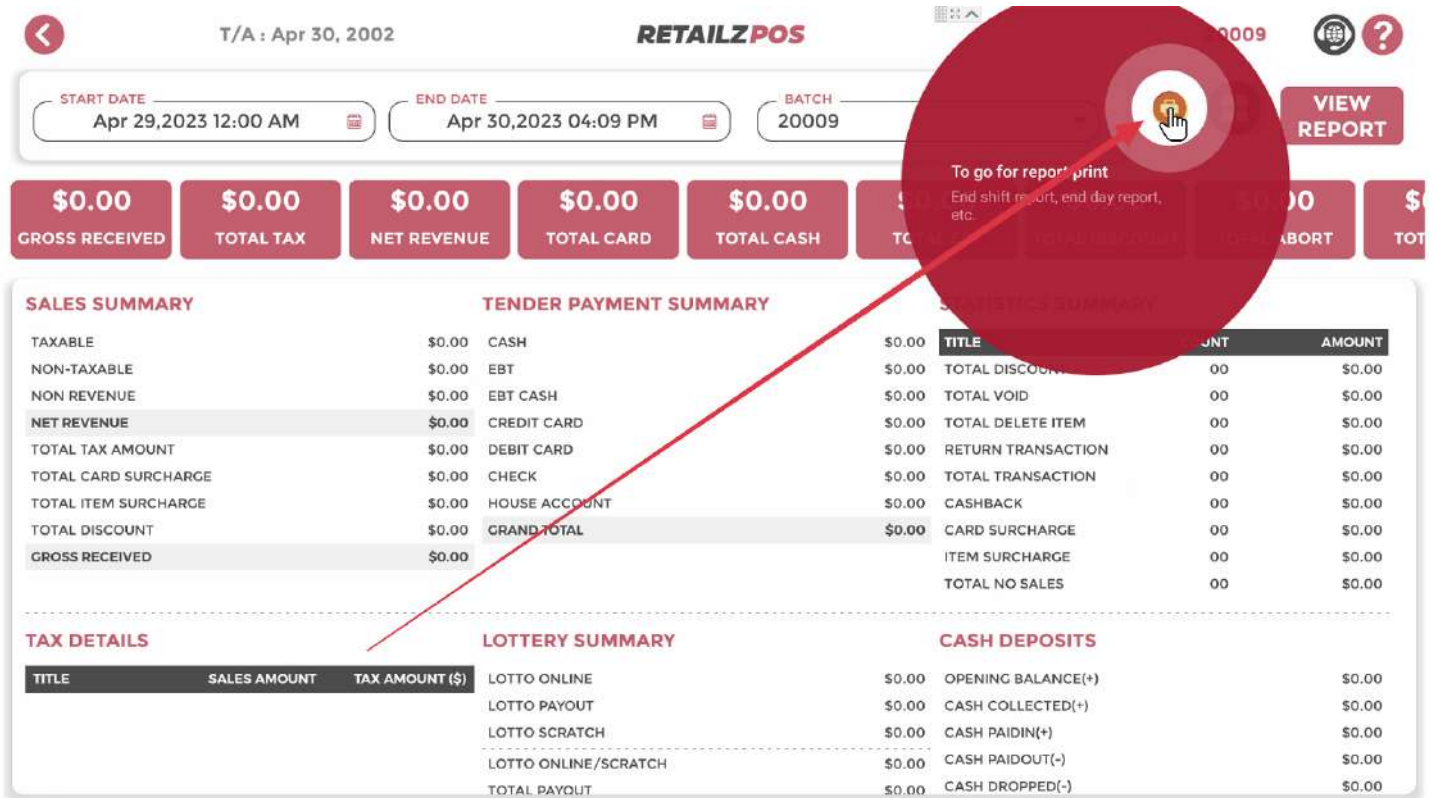
OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00

To display the Report Data

VIEW REPORT

7.6 Reports - Print Report

Tap the **Printer** icon to print a report



RETAILZPOS

T/A : Apr 30, 2002

START DATE: Apr 29, 2023 12:00 AM

END DATE: Apr 30, 2023 04:09 PM

BATCH: 20009

VIEW REPORT

To go for report print
End shift report, end day report, etc.

SALES SUMMARY

TAXABLE	\$0.00
NON-TAXABLE	\$0.00
NON REVENUE	\$0.00
NET REVENUE	\$0.00
TOTAL TAX AMOUNT	\$0.00
TOTAL CARD SURCHARGE	\$0.00
TOTAL ITEM SURCHARGE	\$0.00
TOTAL DISCOUNT	\$0.00
GROSS RECEIVED	\$0.00

TENDER PAYMENT SUMMARY

CASH	\$0.00
EBT	\$0.00
EBT CASH	\$0.00
CREDIT CARD	\$0.00
DEBIT CARD	\$0.00
CHECK	\$0.00
HOUSE ACCOUNT	\$0.00
GRAND TOTAL	\$0.00

STATISTICS SUMMARY

TITLE	UNT	AMOUNT
TOTAL DISCOUNT	00	\$0.00
TOTAL VOID	00	\$0.00
TOTAL DELETE ITEM	00	\$0.00
RETURN TRANSACTION	00	\$0.00
TOTAL TRANSACTION	00	\$0.00
CASHBACK	00	\$0.00
CARD SURCHARGE	00	\$0.00
ITEM SURCHARGE	00	\$0.00
TOTAL NO SALES	00	\$0.00

TAX DETAILS

TITLE	SALES AMOUNT	TAX AMOUNT (\$)
LOTTO ONLINE	\$0.00	\$0.00
LOTTO PAYOUT	\$0.00	\$0.00
LOTTO SCRATCH	\$0.00	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00	\$0.00
TOTAL PAYOUT	\$0.00	\$0.00

LOTTERY SUMMARY

LOTTO ONLINE	\$0.00
LOTTO PAYOUT	\$0.00
LOTTO SCRATCH	\$0.00
LOTTO ONLINE/SCRATCH	\$0.00
TOTAL PAYOUT	\$0.00

CASH DEPOSITS

OPENING BALANCE(+)	\$0.00
CASH COLLECTED(+)	\$0.00
CASH PAIDIN(+)	\$0.00
CASH PAIDOUT(-)	\$0.00
CASH DROPPED(-)	\$0.00