

RHS V8 POS Quick Reference Guide Making Sales

V1.1

1. Single Payment Sale

1.1 Click on "New Cash Sale"

RHS V8.3.49.52 DBirhs\sqlexpress,1435:RH	IS_POS:1 User; RH	HS Business I	Day:25/02/2020	POS:1 Terr	m:1 25/02/2020	18:40:19		- 🗆 X
Maintenance EFTPOS Adm	nin H	old	Logou	ıt	Regist	er	Age	Close
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		,	Archived Ir	ivoices				
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			Audit T	rail				
		Activ	e Menu : 2	25/02/	2020			
Current Sales	Final	ised Sales	s		New Dine	er	New	Cash Sale

1.2. Select the items.

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Bruschetta	Caesar Salad	Garden Salad	Garlic Prawns	Kokoda		CASH	SALE R: Inv:13493	Т:	\$37.	00
15.00	22.00	15.00	35.00	20.00	Brusche	.#**	1114.10450		00 15.0	
Lemon Pepper	Oysters - Natural - 6	Summer Salad	Tossed Beef Salad		bi usche	aud .		1.	00 13.0	0 -1
Calamari 25.00	PCS 35.00	18.00	23.00		Caesa	r Salad		1.	00 22.0	D -1
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Bruschetta	Caesar Salad	Garden Salad	Garlic Prawns	Kokoda	CASH SALE R: T: Inv:13493		\$52.0	0
5.00 Lemon	22.00 Oysters -	15.00 Summer	35.00 Tossed Beef	20.00	Bruschetta	1.00	15.00	-1
Pepper Calamari	Natural - 6 PCS 35.00	Salad	Salad		Caesar Salad	1.00	22.00	-1
					Garden Salad	1.00	15.00	-1
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1.3. Click on the payment method button.

1.4. Press accept to confirm the amount being paid.

Bruschetta	Caesar	Garden	1 User: RHS Busin	Kokoda	20 POS:1 Ter	m:1 25/02/2020 18:4 CASH SA		т:	\$52.0	×
15.00	Salad	Salad	Prawns 20	0.00			Inv:13493			1
Lemon Pepper	Oysters - Natural - 6	Summer Salad	Tossed Beef Salad		Bruschetta	1		1.00	15.00	-1
Calamari 25.00	PCS 35.00	18.00	2			2	×	1.00	22.00	-1
			Cas	b	52	2.00		1.00	15.00	-1
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1.5. Confirm whether you want to print the invoice/docket (this option can be customised). Any kitchen or other order slips will be also printed automatically.

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Bruschetta	Caesar Salad	Garden Salad	Garlic Prawns	Kokoda		CASH	SALE R: Inv:13493	Т:	\$0.00
15.00	22.00	15.00	35.00	20.00	Brusche	tta		1.00	15.00 -1
Lemon Pepper	Oysters - Natural - 6	Summer Salad	Tossed Beef Salad						
Calamari 25.00	PCS 35.00	18.00	23.00		Caesar :	Salad		1.00	22.00 -1
					Garden	Salad		1.00	15.00 -1
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2. Split Payment

2.1 Click on "New Cash Sale"

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		Active	e Menu : 2	5/02/2	020			
Current Sales	Finali	ised Sales		Į,	New Diner		New	Cash Sale

2.2 Add items to the invoice.



2.3 Select the first payment method (e.g. cash)

👑 RHS V8.3.49.5	2 DB:rhs\sqlexpres	ss,1435:RHS_POS:1	User: RHS Bu	usiness Day:25/02/	2020 POS:1	Term:1 25/02/2020 1	8:48:59). 		×
Babich Sauvignong Blanc	Bay of Stone Chardonnay	Bay of Stones Sauvignon	BOS - Chardonnay - Glass	BOS - Sauvignon - Glass		CASH	SALE R: Inv:13494	T:	\$131.	00
41.00 DB Rose	35.00 Under &	35.00 Wyndham	- Glass 8.00	8.00	Bay of	Stone - Merlot		1.00	35.00	-1
35.00	Over Chardonnay 42.00	Estate Bin 555 51.00			BOS - I	Merlot - Glass		1.00	8.00	-1
					Queen	Adelaide (Brut)		1.00	45.00	-1
					Bay of	Stones Sauvignon Bl	anc	1.00	35.00	-1
					BOS -	Chardonnay - Glas	is	1.00	8.00	-1
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2.4 Click on CLR to clear the amount and enter the amount to be paid.

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Babich Sauvignong Blanc	Bay of Stone Chardonnay	Bay of Stones Sauvignon	BOS - Chardonnay S - Glass	BOS - Bauvignon - Glass		CASH S	SALE R: Inv:13494	T:	\$131.	00
41.00 3 DB Rose	Under &	35.00 Wyndham	8.00 8.1	00	Bay of St	one - Merlot		1.0	0 35.00	-1
	Over Chardonnav	Estate Bin 555 51.00					×	1.0	0 8.00	-1
			Casl	ì	10	0.00		1.0	0 45.00	-1
							_	1.0	0 35.00	-1
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2.5 The amount is shown on the invoice.

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Babich Sauvignong Blanc	Bay of Ston Chardonna	e Bay y Stor Sauvio	nes Cha	BOS - rdonnay Glass	BOS Sauvign Glas	ion -		CASH	SALE R: Inv:13494	Т:	\$31.0	0
41.00 DB Rose	35.00 Under & Over	35.00 Wynd Estate	8.00 ham	Cluss	8.00		Bay of S	itone - Merlot		1.00	35.00	-1
35.00	Chardonna 42.00		5 5				BOS - M	lerlot - Glass		1.00	8.00	-1
							Queen /	Adelaide (Brut)		1.00	45.00	-1
							Bay of S	itones Sauvignon B	lanc	1.00	35.00	-1
							BOS - C	hardonnay - Glass		1.00	8.00	-1
							Cash			1.00	-100.00	-1
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2.6 Click on the second payment method icon (e.g. EFTPOS). Click accept to confirm remaining amount or press CLR and enter different amount.

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Sauvignong Blanc	Bay of Stone Chardonnay	Sauvignon	- Glass	BOS - Sauvignon Glass		CASH SALE R: T: Inv:13494					0
DB Rose	Under & Over Chardonnay	Wyndham Estate Bin 555			Bay of Sto	one - Merlot	×		1.00	35.00	
35.00	42.00	51.00	EFTP	os	31	1.00			1.00	45.00	-1
			Cash (Dut	Õ	.00			1.00	35.00	-1
							_		1.00	8.00	-1
			7		8	9			1.00	-100.00	-1
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2.7 Print the invoice (if required).

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Babich Sauvignong Blanc	Bay of Stone Chardonnay	Bay of Stones Sauvignon	BOS - Chardonnay - Glass	BOS - Sauvigno Glass	on -	CASH	SALE R: Inv:13494	Т:	\$0.0	0
41.00 DB Rose	35.00 Under &	35.00 Wyndham	8.00	8.00		Stone - Merlot		1.00	35.00	-1
35.00	Over Chardonnay 42.00	Estate Bin 555 51.00			BOS - N	1erlot - Glass		1.00	8.00	-1
					Queen .	Adelaide (Brut)		1.00	45.00	-1
					Bay of S	Stones Sauvignon B	lanc	1.00	35.00	-1
				RHS82	BOS - O	Chardonnay - Glas	35	1.00	8.00	-1
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3. Deleting Items

3.1.Click on Del/Xfer button

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Coke	Coke 1.25	Coke Light	Coke Zero	Fanta		CASH	SALE R: Inv:13495	Т:	\$15.0	00
4.00	6.00	4.00	4.00	4.00			1117.10490			
Fanta 1.25	Fiji Water 1.25I	Fiji Water 500ML	Ginger Ale	Lemon Lime Bitters	Coke			1.0	0 4.00	-1
6.00	6.00	4.50	4.50	5.00	Fiji Wat	er 1.25		1.0	0 6.00	-1
Lemon Squash	Orange & Mango 600ML	Pops Juice	Soda Water	Sprite	Orange	e & Mango 600ML	1	1.0	0 5.00	-1
5.00	5.00	4.50	4.50	4.00						
Sprite 1.25	Tonic Water									
6.00	4.50									
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3.2 Select items to be deleted.

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Coke	Coke 1.25I	Coke Light	Coke Zero	Fanta	CASH S	SALE R: T: Inv:13495		\$15.0	0
4.00	6.00	4.00	4.00	4.00	Coke		1.00	4.00	-1
Fanta 1.25	Fiji Water 1.25I	Fiji Water 500ML	Ginger Ale	Lemon Lime Bitters	Coke		1.00	4.00	1
6.00	6.00	4.50	4.50	5.00	Fiji Water 1.25l		1.00	6.00	-1
Lemon Squash	Orange & Mango 600ML	Pops Juice	Soda Water	Sprite	Orange & Mango 600ML		1.00	5.00	-1
Sprite 1.25	Tonic Water		4.50	4.00					
6.00	4.50								
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4.00 6.00 4.00 4.00 4.00 Cole 1.00 4.00 Fanta 1.25 Fiji Water 1.251 Fiji Water 5.00 South 4.50 South	Coke	Coke 1.25	Coke Light	Coke Zero	Fanta	CASH SALE	R: T: 13495		\$15.0	0
Fanta 1.251 Fiji Water 1.251 Fiji Water 500ML South 1.00 6.00 6:00 4:50 5:00 1.00 6.00 Lemon Squash South 1.251 Orange & Mango 600ML 1.00 5.00 5:00 4:50 4:50 4:50 5.00 5:00 0 4:50 Sprite Orange & Mango 600ML 1.00 5.00 5:00 4:50 4:50 4:50 4:50 5.00 1.00 5.00 Sprite 1.251 Tonic Water 6 4:50 4:50 Fiji Water 1.251 Orange & Mango 600ML 1.00 5.00 Sprite 1.251 Tonic Water 7 -<		1000 CO	and the second sec	a contraction of the second se	a contract of the second se	Coke		1.00	4.00	-1
6.00 4.50 4.50 5.00 Fij Water 1.25I 1.00 6.00 Squash Mango 600 4.50 4.00 0range & Mango 600ML 1.00 5.00 Sprite 1.25I Tonic Water 4.50 4.00 0range & Mango 600ML 1.00 5.00 Sprite 1.25I Tonic Water 4.50 4.00 0 </td <td>Fanta 1.25</td> <td></td> <td></td> <td>Ginger Ale</td> <td></td> <td></td> <td></td> <td>1.00</td> <td>1.00</td> <td>È</td>	Fanta 1.25			Ginger Ale				1.00	1.00	È
Lemon Squash 500 Orange & Mango 600ML 450 Pops Juice 450 Soda Water 450 Orange & Mango 600ML 450 1.00 5.00 Sprite 1.25i 600 Tonic Water 450 Fill Pops Juice 450 Pops Juice 450 Pops Juice 450 Pops Juice 450 Pops Juice 450 Image & Mango 600ML 1.00 5.00 Sprite 1.25i 600 Coke Fill Pops Juice 450 Pops Juice 450 Pops Juice 450 Pops Juice 450 Pops Juice 450 Image & Mango 600ML 1.00 5.00 Sprite 1.25i Coke Fill Pops Juice Fill Pops Juice 450 <	2.00			4.50		Fiji Water 1.25l		1.00	6.00	-1
500 5.00 4.50 4.00 Sprite 1.251 Tonic Water 8.00 RH582 6.00 4.50 RH582 Cole Fijl Water 1.251 Cole Fijl Water 1.251 Cole Back Main Accept So Till Till	Lemon	Orange & Mango	Concerns of the second s	A Designed and the second seco	and the second sec	Orange & Mango 600ML		1.00	5.00	-1
6.00 4.50 RHS82 → Delete these items? Coke Fiji Water 1.251 Ves No << (3) P: 1 of 1 >> Back Main Accept << >> Trill		5.00		4.50	4.00					
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3.2. Click on "Delete Selected" and confirm deletion.

3.3.The items are deleted.

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Coke	Coke 1.25	Coke Light	Coke Zero	Fanta	CAS	H SALE R: T:		\$5.00	
4.00	6.00	4.00	4.00	4.00		Inv:13495			
Fanta 1.25	Fiji Water	Fiji Water	Ginger Ale	Lemon Lime	Orange & Mango 600	ML	1.00	5.00	-1
	1.251	500ML		Bitters					
6.00 Lemon	6.00 Orange &	4.50 Pops Juice	4.50 Soda Water	5.00 Sprite					
Squash	Mango	r ops suice	Soua water	opine					
5.00	600ML	4.50	4.50	4.00					
Sprite 1.25	Tonic Water								
6.00	4.50								
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4. Changing Price

4.1. Select the item you want to change price.

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Guava Juice	Mango Juice	Orange Juice	Pasionfruit Juice	Pineapple Juice		CASH	SALE R: Inv:13496	Т:	\$5.00
5.00	5.00	5.00	5.00	5.00					
Tomato Juic					Guava	Juice		1.0	00 5.00 -1
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4.2.Click CLR to clear the price and enter a new one.

the second second second		ss,1435:RHS_POS:1	User, RHS Bu	usiness Day:25/(02/2020 POS:1 Te	rm:1 25/02/2020 18		<u>1</u>	
Guava Juice	Mango Juice	Orange Juice	Pasionfruit Juice	Pasionfruit Pineapple Juice		CASH	SALE R: Inv:13496	т:	\$5.00
5.00 Tomato Juic	5.00	5.00	5.00	5.00	Guava J	lice		1.0) 5.00 -1
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5.00			Prie	ce	6	.50			
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4.3.The price is changed.

and Article - Sectores	.52 DB:rhs\sqlexp	or of all the start of the start	ice Pasior	nfruit Pine	eapple	20 POS:1 T	erm:1 25/02/2020 1 CASH	SALE R:	T:	-	\$6.50	×
			Juio	ce J	uice			Inv:13496			90.0	·
5.00 Tomato Juic	5.00	5.00	5.00	5.00		Guava	luice			1.00	6.50	-1
Tomato Juic												
5.00												
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5. Changing Quantity

5.	1.	Select	the	item	you	want	to	change	quantity.

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Bounty White	Bounty Whi	te					CASH		T:	\$7.00	0
20.00	30.00@\$5.80					Bounty	White	Inv:13497			_
Coke Mix	Sprite Mix	Coke	Zero Cok	ke Light	Fanta Mix	Sprite	denter to the second		1.0	0 7.00	-1
	Rectification of the second	Mi	х	Mix	Contraction of the second second						
1.00	1.00	1.00	1.00	1.0	0						
Tonic Water Mix	Soda Wate Mix	r Ginger Miz	x Ale								
1.00	1.00	1.00									
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5.2.Click CLR to clear the quantity and enter a new one.

👑 RHS V8.3.49.	52 DB:rhs\sqlexp	ress, 1435:RHS_POS:	1 User: RHS Bu	isiness Day:25/02/2	020 POS:1	Term:1 25/02/2020 1	8:52:14	14 <u>-</u>	- 🗆 X
Bounty White	Bounty White	0				CASH	SALE R: Inv:13497	т:	\$55.00
\$6.00	30.00@\$5.80				Bounty	/ White	1114.13497		
Coke Mix	Sprite Mix	Coke Zero Mix	Coke Light Mix	Fanta Mix	Sprite	Mix,		5.0	00 55.00 -1
1.00	1.00	1.00	1.00	1.00					
Tonic Water Mix	Soda Water Mix	Ginger Ale Mix							
1.00	1.00	1.00	101						
					<<		(1) P: 1 of	1	>>
Deat				750	-			MERICAN	E
Back	Main /	Accept <	< >>	Till	100			Mierikani Degreese	eftpos
Close	Print	Del/X	fer Quan	tity Pr	ice	Finalise	Order	Edit	Message

🚻 RHS V8.3.49.	52 DB:rhs\sqlexp	ress, 1435:RHS_POS:	1 User: RHS B	usiness Day:25/02/	2020 POS:1	Ferm:1 25/02/2020 1	8:52:15	ji.	
Bounty White	Bounty White	e				CASH	SALE R: Inv:13497	т:	\$55.00
\$6.00	30.00@\$5.80				Bounty	White	1119.13491		
Coke Mix	Sprite Mix	Coke Zero	Coke Light	Fanta Mix	Sprite	dan la		5.0	0 55.00 -1
		Mix	Mix						
1.00		1.00	1.00	1.00					
Tonic Water Mix	Soda Water Mix	Ginger Ale Mix							
1.00	1.00	1.00							
									ها وه.
					<<		(1) P: 1 of		>>
					- ATRACTOR	00 -	1100		E
Back	Main A	Accept <	< >>	Till	100	26		MIERICANI LEX RIESS	eftpos
	-			weeks and					
Close	Print	Del/X	fer Quar	itity P	rice	Finalise	Order	Edit	Message

5.3.The quantity is changed.

6. Guest Details

6.1. Click on "Edit" button.

👯 RHS V8.3.49.	52 DB:rhs\sqlexpr	ess, 1435:RHS_POS:1	User: RHS B	usiness Day:25/02/20	20 POS:11	Ferm:1 25/02/2020 18		2 <u>-</u>	- 🗆	×
Food	Beverage	Discount	Surcharge			CASH	SALE R: Inv:13499	Т:	\$0.0	D
							114.10455			
					1					
					<<		(0) P: 1 of	1	>>	-
Back	Main A	ccept <<	>>	Till	-	90 T		AMERICAN EXPRESS		Π
Duck	oran	eropi			100		Electron	DGREESS	eftpo	-
- Const								i and a second se		- 1
Close	Print	Del/Xf	er Quar	ntity Pr	ice	Finalise	Order	Edit	Messag	je
			i=					-	2	

6.2.Enter guest details (e.g. table/name/notes) end click "Save".

腸 RHS V8.3.49	.52 DB:rhs\sqlex	press, 1435:RHS_PO	S:1 User: RHS		20 POS:1 Term:1 25/02/	/2020 18:54:14	ŝ			×
Main	POS Main	POS	Visit	×					â	¢ 0
Location		•		-						
Visit ID	3499									
Table 2	2									
Covers 1										
Room										
Account	SALCALL .	✓ Ext. In	voice							
	ASH SALE									
Alt Name	PETER									
Company										
Charge										
Arrive 2	5/02/2020 🛨	00.00								
Depart 2	5/02/2020 -	00:00								
Served by		and a second		in the second se						
Notes				~						
				~						
ave	Cancel				Keyboard	Cash	Charge	Ac	ldr B	ook

Page 15 of 24

Food	Beverage	Discount	Surcharge		CASH S	ALE PETER Inv:13499	R: T:22	\$0.00
						(n) p:	1.011	
					~	(0) P:	1 of 1	>>
Back	Main	xcept <<	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	Till	<	(0) P: VISA	1 of 1	>> eftpos
Back	Main: Ac	ccept <<	>>	ТіП			1547 I	

6.3. The guest details are displayed on the sales screen.

7. Resuming Sale

7.1. Click on the "Current Sales" button.

RHS V8.3.49.52 DB:rhs\sqlexpress, 1435:RH	IS_POS:1 User: RI	HS Business	Day:25/02/2020	POS:1 Ter	m:1 25/02/2020) 18:57:12		- 🗆 X
Maintenance EFTPOS Adm	nin H	lold	Logo	ut	Regis	ter	Age	Close
			Repo	rts]		
			Sales R	eport				
			Sales Sur	nmary				
		1	nvoices Su	ummary	/			
			Invoices	Detail				
			Archived I	nvoices				
			Covers Su	mmary				
			Covers [Detail				
		Audit 1	Frail					
		Activ	e Menu :	25/02/	2020			
Current Sales	Fina	lised Sale	s		New Din	er	New	Cash Sale

7.2. Search for the invoice to resume (you can filter by different criteria) and click to open the invoice.

Search Invoi	ices								×
									1
ID	Room	Table	Guest Name	Arrival		Departu	re		Terminal
13503			k.	25/02/2020	18:56:57	25/02/	2020 18:	56:57	1
<<			(1) P: 1 of 1		Clear	Add	Close	KBD	>>

Page 17 of 24

RHS V8.3.49.52 DB:	rhs\sqlexpress,1435	RHS_POS:1 User	RHS Business Da	ay:25/02/202	20 POS:11	erm:1 25/02/2020 18). 	- 🗆	×
Food Be	verage Di	scount Sur	charge			CASH	SALE R: Inv:13503	т:	\$21.0	0
					Bounty I Sprite M			2.0	14.00	-1
					Regal G Sprite M			1.0	0 7.00	-1
					k					
					<<		(2) P: 1 of	1	>>	
Back Mai	n Accept	<<	>>	Till	100	20	/ISA Eliscitori	AMERICAN EXPRESS	eftpo	5
Close	Print	Del/Xfer	Quantity	Pri	ce	Finalise	Order	Edit	Messag	je

7.3. The invoice is open and you can resume the sale.

8. Placing Order

8.1. Food or beverage (or any other type) order can be printed on slips at the nominated destination (e.g. kitchen, bar etc). Order number will show "-1" in the rightmost column until it is placed. The items not ordered are shown in gray colour (colours can be cuctomised).



8.2. Click on the order to place it. The order number will be shown and the items ordered will be colour coded accordingly. Orders can also be placed automatically, based on the settings – either on full payment or exiting the sales screen.



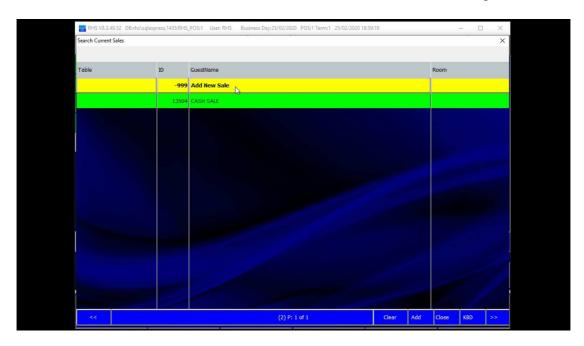
9. Splitting Invoice

9.1. Click on "Del/Xfer" button.

RHS V8.3.49.	52 DB:rhs\sqlexpre	ess, 1435:RHS_POS:1	User: RHS Bu	usiness Day:25/02/	2020 POS:1	Term:1 25/02/2020 1	18:59:14		- 0	ı x
Coke	Coke 1.25	Coke Light	Coke Zero	Fanta		CASH		T:	S	34.50
4.00	6.00	4.00	4.00	4.00			Inv:13504			
4.00 Fanta 1.25	Fiji Water	4.00 Fiji Water	Ginger Ale	Lemon Lime	Chees	e Cake with Ice Crea	am		1.00 1	10.00
	1.251	500ML		Bitters						
6.00	6.00	4.50	4.50	5.00	Choco	late Cake With Ice C	ream		1.00	9.00 1
Lemon Squash	Orange & Mango 600ML	Pops Juice	Soda Water	Sprite	Plain I	ce Cream			1.00	5.00 1
Sprite 1.25	5.00 Tonic Water	4.50	4.50	4.00	Coke 1	1.251			1.00	6.00 2
6.00	4.50				Fiji Wa	ater 500ML			1.00	4.50 2
					<	<	(5) P: 1 of	1		>>
Back	Main A	ccept <<	: >>	Till	10			MERICAN EXPRESS	eftj	205
Close	Print	Del/X	er Quan	tity P	rice	Finalise	Order	Edit	Mes	ssage

9.2. Click on "Transfer".





9.3.Click on "Add New Sale" to create a new invoice or select an existing one.

9.4. Screen is split into original invoice on the left and current invoice on the right.



RHS V8.3.49.52 DB:rhs\sqlexpress,1435:RHS_POS:1 Us CASH SALE R: T:	er: RHS Busi	_	20 POS:1 Term:1 25/02/2020 18:59:23		-		×
Inv:13504		\$13.50		:13505		\$21.0	0
Chocolate Cake With Ice Cream	1.00	9.00 1	Cheese Cake with Ice Cream		1.00	10.00	1
Fiji Water 500ML	1.00	4.50 2	Plain Ice Cream		1.00	5.00	1
			Coke 1.25l		1.00	6.00	2
			19 - A				
<< (2) P: 1 of 1		>>	<<	(3) P: 1 of 1		>>	
						ftpo	5
Exit Delete Selected	Rese	et Order	Transfer	<		>	

9.5.Click on either invoice to move items across.

9.6. Once the items are all selected for the righ (current) invoice click on the payment method item and confirm it.



RHS V8.3.49.52 DBirths/sqlexpress,1435:RHS_POS:1 Us CASH SALE R: T: Inv:13504	er: RHS Busi	iness Day:25/02/20		2020 18:59:26 ASH SALE R: T: Inv:13505		□ × \$0.00
Chocolate Cake With Ice Cream	1.00	9.00 1	Cheese Cake with Io		1.00	10.00 1
Fiji Water 500ML	1.00	4.50 2	Plain Ice Cream		1.00	5.00 1
			Coke 1.25		1.00	6.00 2
			Cash		1.00	-21.00 -1
		RHS82	voice?			
<< (2) P: 1 of 1		>>	<<	(4) P: 1 of 1		>>
			100 20			eftpos
Exit Delete Selected	Rese	et Order	Transfer	<		>

9.7. Print (if requested) the current (right) invoice.

9.8. The remainder of the items is shown as the current invoice.



- RHS RHS CASH SALE R: T: Inv:13504 Discount Food \$13.50 9.00 1 With Ice Crear 1.00 4.50 х 1.00 **EFTPOS** 13.50 0.00 Cash Out 8 9 4 5 6 2 3 CLR (2) P: 1 of 1 0 +/-Accept 2 Cancel Main 5**A** Back Accept eftp
- 9.9.Process the payment for the last invoice.