Check Conversion Plus with Non-Imaging Omni 3750 and CR600

Check Sale

1. Press "Check Sale" key
2. Terminal displays "MICR Number"
3. Swipe check through Check Reader
4. Terminal displays "State Code:"
5. Type in State Code
6. Press "Enter"
7. Terminal displays "Enter ID Number"
8. Type in ID Number of the Check Writer.
9. Press "Enter"
10. Terminal displays "Enter Ref Number"
11. Key in a reference number for the transaction
12. Press "Enter"
13. Terminal Displays "Amount"
14. Key in Amount of sale (Do not need to enter decimal)
15. Press "Enter"
16. Terminal dials out for Authorization
17. Receipt prints
18. Terminal returns to Main Menu

Check Refund

1. Press "Check Refund" key
2. Terminal displays "Enter Tran ID"
3. Type in Tran ID on original receipt
4. Press "Enter"
5. Terminal displays "Amount:"
6. Type in Amount of transaction
7. Press "Enter"
8. Terminal displays "**VOIDED**"
9. Receipt prints
10. Terminal returns to Main Menu

Check Void

1. Press "Check Void" key
2. Terminal displays "Enter Tran ID"
3. Type in Tran ID on original receipt
4. Press "Enter"
5. Terminal displays "Amount: "
6. Type in Amount of transaction
7. Press "Enter"
8. Terminal displays "**VOIDED**"
9. Receipt prints
10. Terminal returns to Main Menu

Batch Report

1. Press the top left purple key(Soft key)
2. Press "Batch Report"
3. Terminal prints detailed check report
4. Terminal displays "Delete Batch"
5. Press "Yes" or "No"
6. If "Yes" terminal deletes batch
7. Terminal returns to Main Menu
8. If "No" Terminal returns to Main Menu

Note: **Customer must sign and complete the receipt. It is required that upon request you will submit the receipts to Check Center on your stores behalf within 5 calendar days.**

For 24-Hour Customer Service
Call 1-800-552-1900
For online reporting:
www.cross-check.com/merchantsupport/logon.asp

SAY *Yes* TO CHECKS℠

X✓ CrossCheck inc.®