## Check Conversion Plus (Non-Imaging) For Nurit 2085 & 3000

#### Check Sale

- 1. Press payment key until terminal displays "Check Sale....Amount."
- 2. Key in check amount (Do not need to enter decimal). Press enter.
- 3. Terminal displays "Enter Micr or Swipe Chck in CR."
- 4. Swipe check through check reader (Numbers should be on the bottom facing inside reader).
- 5. Terminal will display "DL State."
- 6. Key in the 2 digit numeric state code corresponding with the state on the driver's license and press enter.
- 7. Terminal will display "Driver License."
- 8. Key in the check writer's driver's license number and press enter.
- 9. Terminal will dial out for authorization.
- 10. Receipt will print.
- 11. Terminal will return to original prompt.
- 12. Stamp the face of the check with the supplied "Void" stamp.

### **Check Batch Clear**

- 1. Press "Func." Press 6 for batch. Press 2 for Yes to clear batch.
- 2. Terminal will display "Batch Cleared" and print total report.

**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.

## **Check Void**

- 1. Press Payment Key until terminal displays "Check Sale...Amount."
- 2. Press "Return" key.
- 3. Key in original transaction amount. Press enter.
- 4. Terminal displays "Enter Micr or Swipe Chck in CR."
- 5. Swipe check through check reader (Numbers should be on the bottom facing inside reader).
- 6. Terminal will display "Original Merch #."
- 7. Key in the 5 digit Merchant number listed on the original check sale receipt. Press enter.
- 8. Terminal displays "Date Of Trans."
- 9. Key in the 6 digit date on the original check sale receipt. Press enter.
- 10. Terminal displays "Enter Trans ID."
- 11. Key in the Trans ID listed on the original check sale receipt. Press enter.
- 12. Terminal will dial out for Void.
- 13. Receipt will print.
- 14. Have check writer sign first receipt and retain for your records. Second receipt is customer's copy.

# SAY Yes TO CHECKS



This authorization tip card is provided solely as a courtesy to YOUR STORE(s)'. Please refer to your Service Agreement and any applicable addenda for a complete list of requirements. All the terms and conditions of the Service Agreement, any applicable addenda and the Confirmation Letter apply.

#### **For 24-Hour Customer Service**

Call 1-800-552-1900

#### For online reporting:

www.cross-check.com/merchantsupport/logon.asp

CCP NPC NI 2085/3000 (05/02)