

Perform a PreAuth from a Device



Step 1

Tap the touch screen to change the transaction type. Tap until you get Preauth. Enter in the dollar amount, then press OK on the keypad.



Step 2

Next, have the customer present the card by either inserting the EMV chip, swipe, or Tap-Pay.



Step 3

Once the card has been accepted, the next screen will be confirmation of the dollar amount.



Step 4

Once the Preauth has been approved or declined, you will be able to print the receipt from this.



MERCHANT | DEVICE