

Quick Reference Guide

For use with: Omni 3730, 3740, 3750, Vx 510, 570, 610, 670



CASH CREDIT / ACTIVATE

From **Cash Value** screen:
Hit **F1** for activate / credit
Enter the passcode **8448**
Swipe card or enter card number
Input amount of credit and hit **Enter**

CASH SALE

From **Cash Value** screen:
Hit **F2** for sale
Swipe card or enter card number
Input amount of sale and hit **Enter**

POINT ACCRUE

From **Point Value** screen:
Hit **F1** for accrue points
Enter the passcode **8448**
Swipe card or enter card number
Input amount and hit **Enter**

POINT REDEEM

From **Point Value** screen:
Hit **F2** for redeem points
Swipe card or enter card number
Input amount and hit **Enter**

BALANCE INQUIRY

From **Cash Value** screen:
Hit **F3** for balance
Swipe card or enter card number

VOID

From **ValuCard** screen:
Hit **F3** for void
Input transaction number and hit **Enter**
Input verification number and hit **Enter**

RENEW CARD

From **ValuCard** screen:
Hit the **Down Arrow** button
Hit the **F1** for renew card
Swipe card or enter card number

REPORT (DATE)

From **ValuCard** screen:
Hit the **Down Arrow** button
Hit **F3** for date
Enter the passcode **8448**
Enter the month **MM**
Enter the day **DD**
Enter the year **YY**

REPORT (EMPLOYEE)

This option is only available if employee authentication is used

From **ValuCard** screen:
Hit the **Down Arrow** button
Hit **F2** for employee
Enter the passcode **8448**
Report on EMP# **enter four digit number**
Enter the month **MM**
Enter the day **DD**
Enter the year **YY**

REPORT (CARD)

From **ValuCard** screen:
Hit the **Down Arrow** button
Hit **F1** for card
Enter the passcode **8448**
Swipe card or enter card number

EZCheck Merchant Number: _____

EZCheck Customer Service 800.797.5302

EZCheck Technical Support: techsupport@ezchk.com