

Activation: Use this function to activate a gift card.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM	Touch Activate
SWIPE CARD	Swipe card
ACTIVATE AMOUNT \$0.00	Key amount and press Enter
CLERK ID	Key clerk number and press Enter
DIALING...	Terminal communicates to the host for approval.
PRINT CUSTOMER RECEIPT YES NO	Touch Yes to print customer receipt.
APPROVED #####	Press Clear to return to idle prompt

Redeem: Use this function to redeem full or partial value from an account.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM	Touch Redeem
SWIPE CARD	Swipe card or key account number and press Enter
REDEEM AMOUNT \$0.00	Key amount and press Enter
CLERK ID	Key clerk number and press Enter
DIALING...	Terminal communicates to the host for approval.
PRINT CUSTOMER RECEIPT YES NO	Touch Yes to print customer receipt.
APPROVED #####	Press Clear to return to idle prompt

Reload: Use this function to add more value to an already activated card.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM	Touch Reload
SWIPE CARD	Swipe card or key account number and press Enter
RELOAD AMOUNT \$0.00	Key amount and press Enter
CLERK ID	Key clerk number and press Enter
DIALING...	Terminal communicates to the host for approval.
PRINT CUSTOMER RECEIPT YES NO	Touch Yes to print customer receipt.
APPROVED #####	Press Clear to return to idle prompt.

Balance Inquiry: Use this function to determine the remaining value on a card.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch Inquiry
SWIPE CARD	Swipe card or key account number and press Enter
DIALING...	Terminal communicates to the host for information.
APPROVED #####	Press Clear to return to idle prompt

Balance Transfer: Use this function to transfer all the value from one card to another non-activated card.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch More
CASHOUT TRANSFER VOID	Touch Transfer
ENTER OLD CARD #	Key account number and press Enter
SWIPE NEW CARD	Swipe card
CLERK ID	Key clerk number and press Enter
DIALING...	Terminal communicates to the host for approval.
PRINT CUSTOMER RECEIPT YES NO	Touch Yes to print customer receipt.
APPROVED #####	Press Clear to return to idle prompt

Close: Use this function to clear all the current Gift Card transactions in the terminal.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK MORE	Touch More
INQUIRY TRANSFER VOID	Touch More
CLOSE REPRINT SETUP	Touch Close
CLOSE BATCH? YES NO	Touch Yes
PRINTING REPORT...	Close report prints.
GIFT CARD BATCH CLOSE COMPLETE	Press Clear to return to idle prompt

Duplicate Receipt: Use this function to reprint any transaction in the current Gift Card batch.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch More
CASHOUT TRANSFER VOID	Touch More
REPRINT VIEW PRINT REPORT REPORT	Touch Reprint
ENTER TRANS #	Key trans # press Enter
PRINT CUSTOMER RECEIPT YES NO	Touch desired option
REPRINT VIEW PRINT REPORT REPORT	Press Clear three times to exit

Reports: Use this function to print a report of transactions in the current Gift Card batch.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch More
CASHOUT TRANSFER VOID	Touch More
REPRINT VIEW PRINT REPORT REPORT	Touch Print Report
NET CARD SERVER TOTAL DETAIL DETAIL	Touch desired option
TERMINAL MAY PROMPT: ENTER CLERK #	Key clerk number and press Enter
NET CARD SERVER TOTAL DETAIL DETAIL	Press Clear four times to exit

View Transactions: Use this function to view transactions in the current Gift Card batch.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch More
CASHOUT TRANSFER VOID	Touch More
REPRINT VIEW PRINT REPORT REPORT	Touch View Report
NET CARD SERVER TOTAL DETAIL DETAIL	Touch desired option
TERMINAL MAY PROMPT: ENTER TRAN # CLERK ID	Key transaction number and press Enter Key clerk id and press Enter
{trans. type} {seq. number} AUTH CODE ##### CLK### TRACE#### AMOUNT \$\$ \$\$ CCCCCCCCCCCCC < >	Press right/left arrow for next transaction or press Clear to return to idle prompt.

Cash Out: This function allows the consumer to receive all of the stored value on an activated card as cash.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch More
CASHOUT TRANSFER VOID	Touch Cash Out
SWIPE CARD	Swipe card or key account number and press Enter
ENTER CLERK #	Key clerk number and press Enter
DIALING...	Terminal communicates to the host for approval.
APPROVED ##### PAYOUT \$\$ \$\$	Terminal displays total Payout amount.
PRINT CUSTOMER RECEIPT YES NO	Touch Yes to print customer receipt.
APPROVED ##### PAYOUT \$\$ \$\$	Press Clear to return to idle prompt.

Void: Use this procedure to void a previous Gift Card transaction in the current batch.

IDLE PROMPT	Touch Gift
ACTIVATE RELOAD REDEEM BACK INQUIRY MORE	Touch More
CASHOUT TRANSFER VOID	Touch Void
ACTIVATE RELOAD REDEEM BACK CASH OUT	Touch desired option
SWIPE CARD	Swipe card or key account number and press Enter
VOID AMOUNT \$0.00	Key amount and press Enter
ENTER CLERK #	Key clerk number and press Enter
DIALING...	Terminal communicates to the host for approval.
PRINT CUSTOMER RECEIPT YES NO	Touch Yes to print customer receipt.
APPROVED #####	Press Clear to return to idle prompt



FIRST DATA CLOSED LOOP GIFT CARD SOLUTIONS



FD100®

RETAIL

STANDARD REDEMPTION

QUICK REFERENCE GUIDE

Version 1.1

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CUSTOMER SUPPORT _____

PROGRAMMING INFORMATION

Merchant ID (MID) _____

Alternate ID (ALT MID) _____

Terminal ID (TID) _____

Download Telephone Number _____