

Gold Cash Till

A guide on invoicing

1. INTRODUCTION

The Gold Cash Till module is a simplified invoicing procedure designed for a cash and carry operation. It has a link to a cash drawer for taking money and giving change. Receipts are usually printed on a till slip printer but full invoices can also be produced. The module is fully integrated with both the Sales Ledger and Nominal Ledger and all postings are updated automatically. This system will also accommodate bar code scanning to further speed up the sale process.

- ✓ A comprehensive End of Day report analyses the cash and monies taken by each till to assist with the reconciliation of the cash drawer.
- ✓ An end of shift/day/week report can be produced by till to show profit value and percentage by operator and payment type.
- ✓ The automatic cash allocation program matches invoices with receipts from customers and allocates these transactions together on the Sales Ledger accounts.
- ✓ Parts and/or serial numbered parts are added to the cash till invoice using the same method as point of sale.
- ✓ All the standard part search facilities are available and VAT inclusive prices are displayed automatically.
- ✓ Part discounts can be applied to sales through the till.

What are the key benefits?



Fast Cash Sales

Significantly speeds up cash sale entry resulting in a faster through put of customers at the counter.



Payment Methods

Payment methods are user definable and change due is calculated automatically.



Hardware

Cash drawer hardware can be included and invoices can be printed on a Till slip printer or full invoice.

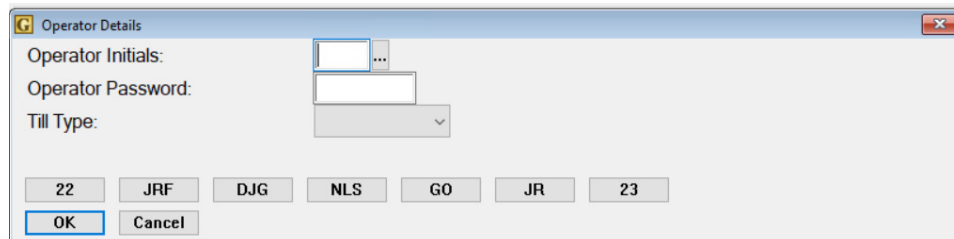


End of Day

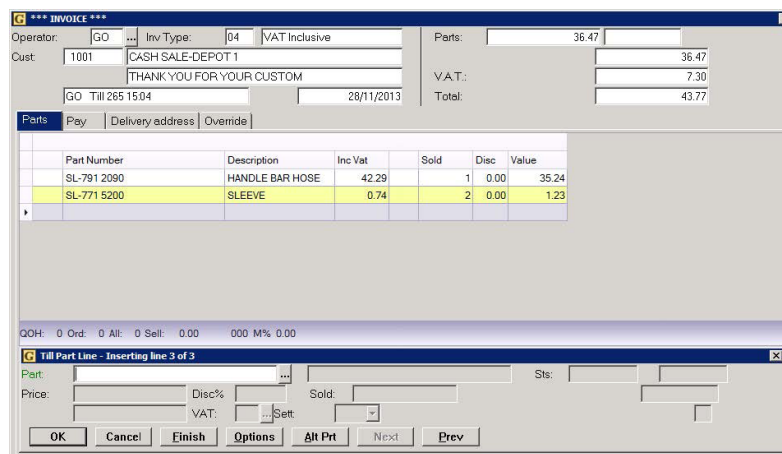
Comprehensive end of day till reconciliation including money taken through Workshop/POS.

2. HOW DOES IT WORK?

Navigate to
Parts Control Module > Cash Till > Till Sales > Enter the Operator Initials



Operator Details dialog box. Fields include Operator Initials (with a selection button), Operator Password, and Till Type (dropdown). Below are buttons for 22, JRF, DJG, NLS, GO, JR, 23, OK, and Cancel.

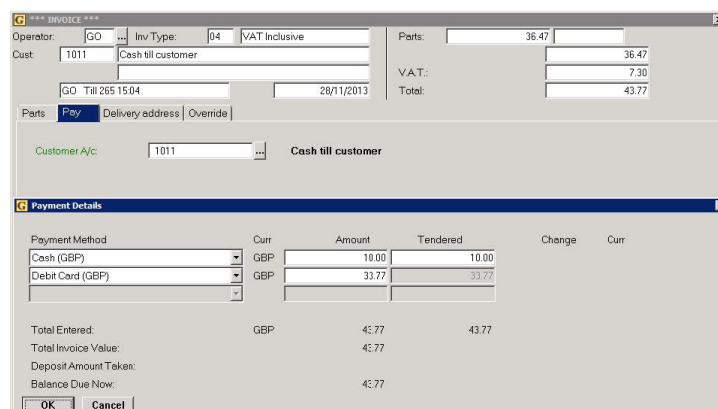


*** INVOICE *** screen. Fields include Operator (GO), Inv Type (04), VAT Inclusive, Cust (1001), CASH SALE-DEPOT 1, THANK YOU FOR YOUR CUSTOM, GO Till 265 1504, 28/11/2013, Parts (36.47), VAT (7.30), and Total (43.77). A table lists parts:

Part Number	Description	Inc Vat	Sold	Disc	Value
SL-791 2090	HANDLE BAR HOSE	42.29	1	0.00	35.24
SL-771 5200	SLEEVE	0.74	2	0.00	1.23

Below the table are fields for QOH, Ord, Alt, Sell, and M%, and a section for Till Part Line - Inserting line 3 of 3 with fields for Part, Price, Disc%, VAT, Sold, and Sts.

- Parts and/or serial numbered parts are added to the cash till invoice using the same method as point of sale.
- The invoice can be charged to the cash till or to an account customer
- The method of payment is selected from a user-defined list. Payment may be split if required.
- If cash is taken the tendered amount can be entered in order to calculate change due.



Payment Details dialog box. Fields include Payment Method (Cash (GBP), Debit Card (GBP)), Curr (GBP), Amount (10.00, 33.77), Tendered (10.00, 33.77), Change, and Curr. Summary fields include Total Entered (43.77), Total Invoice Value (43.77), Deposit Amount Taken, and Balance Due Now (43.77). Buttons for OK and Cancel are at the bottom.