

# Verifone OMNI 396

# Quick Reference Guide

## GIFT CARD Application (VSCR48)

GIFT CARD PURCHASE		
DISPLAY	ACTION	
Idle Prompt	Swipe Gift Card through reader	If card is unreadable, manually enter card number by pressing the far left blue key.
Debit EBT Gift	Press the blue key under Gift	
Expiration Date MMYY (if applicable)	Enter the Expiration Date on the front of the card.	
Enter Clerk ID	Enter a valid Checker Number (if applicable).	
Amount \$0.00	Enter the Dollar Amount of the Purchase and press ENTER.	
Processing	Terminal prints Receipt.	

GIFT CARD ACTIVATION		
DISPLAY	ACTION	
Idle Prompt	Press MORE <b>twice</b> . Then press the blue key under GftCd Maint	
Activate Deactivate Recharge	Press the blue key under Activation.	
Swipe Card	Swipe Gift Card through reader.	Manual entries not allowed
Amount \$0.00	Enter the Activation amount and press ENTER.	
Processing	Terminal prints Receipt.	

GIFT CARD DEACTIVATION		
DISPLAY	ACTION	
Idle Prompt	Press MORE <b>twice</b> . Then press the blue key under GftCd Maint.	
Activate Deactivate Recharge	Press the blue key under Card Deactivation.	
Swipe Card	Swipe Gift Card through reader.	If card is unreadable, manually enter card number.
Expiration Date MMYY (if applicable)	Enter the Expiration Date on the front of the card.	
Enter Checker Number	Enter a valid Checker Number.	
Amount \$0.00	Enter the Deactivation amount and press ENTER.	
Processing	Terminal prints Receipt.	

CONCORD EFS PHONE NUMBER
<p align="center"><b>24 HOUR CUSTOMER SERVICE</b>  <b>1-800-238-7675</b></p> <p align="center">Listen for the operator to direct you to the correct department</p>



GIFT CARD RECHARGE		
DISPLAY	ACTION	
Idle Prompt	Press MORE <b>twice</b> . Then press the blue key under GftCd Maint.	
Activate Deactivate Recharge	Press the blue key under Recharge.	
Swipe Card	Swipe Gift Card through reader.	If card is unreadable, manually enter card number.
Expiration Date MMYY (if applicable)	Enter the Expiration Date on the front of the card.	
Enter Clerk ID	Enter a valid Checker Number.	
Amount \$0.00	Enter the Recharge amount and press ENTER.	
Processing	Terminal prints Receipt.	

GIFT CARD BALANCE INQUIRY		
DISPLAY	ACTION	
Idle Prompt	Press MORE <b>three times</b> . Then press the blue key under Bal Inq.	
Swipe Card	Swipe Gift Card through reader.	If card is unreadable, manually enter card number.
Debit EBT GIFT	Press the blue key under Gift	
Expiration Date MMYY (if applicable)	Enter the Expiration Date on the front of the card.	
Processing	Terminal prints Receipt.	

GIFT CARD STORE TOTALS		
DISPLAY	ACTION	
Idle Prompt	Press MORE <b>three times</b> . Then press the blue key under Online Total.	
Prev Next Slct Exit	Press the blue key under SELECT	
Store Chkr Term	Press the blue key under the appropriate Totals report	
Cr&Db EBT Gift	Press the blue key under Gift	
Totals Date:MMDD	Enter the date, month and day, and press ENTER.	
Processing	Terminal prints Receipt.	

REPRINT RECEIPT		
DISPLAY	ACTION	
Idle Prompt	Press the yellow REPRINT key	
Last Recpt Any Recpt Host Recpt	Press the blue key under Last	Press the blue key under Any Recpt
Invoice Number:	Key in invoice # and press ENTER	
Processing	Terminal reprints receipt	

