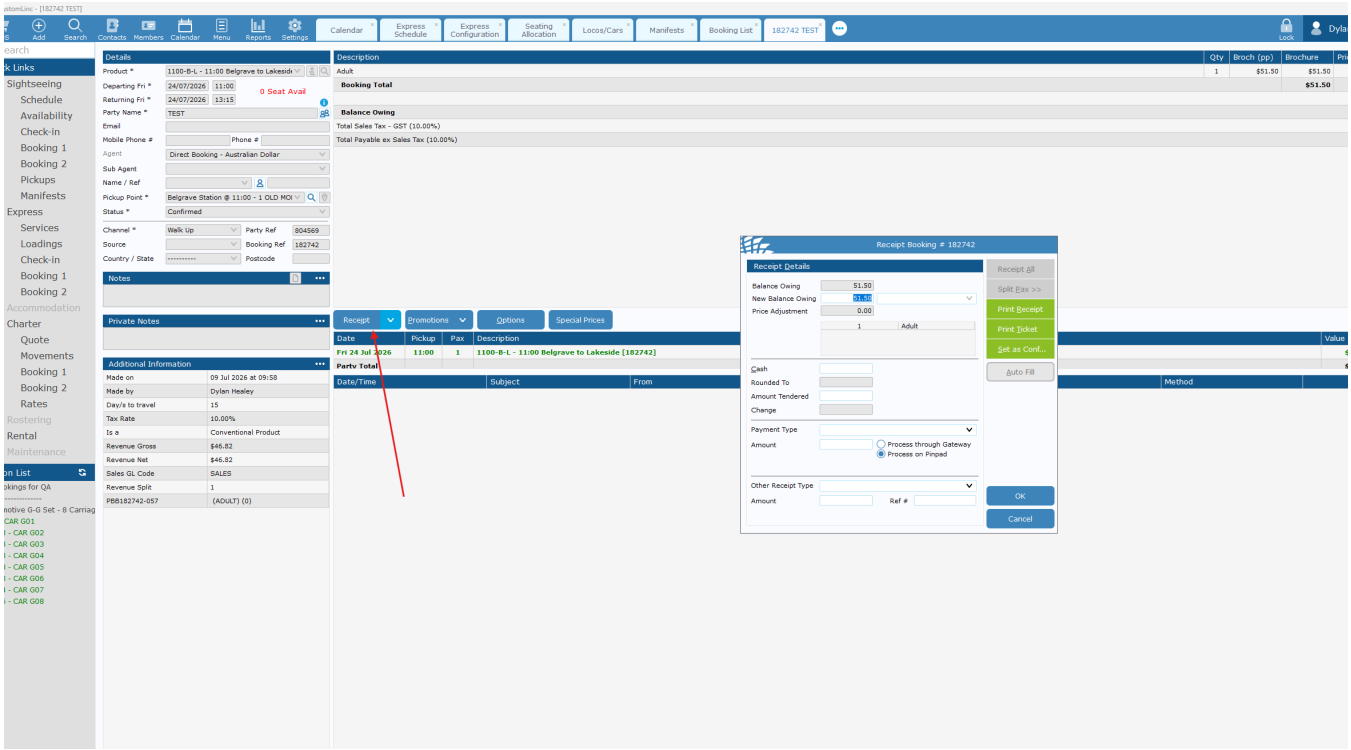
How to: Make a take an Integrated - EFTPOS payment for a booking

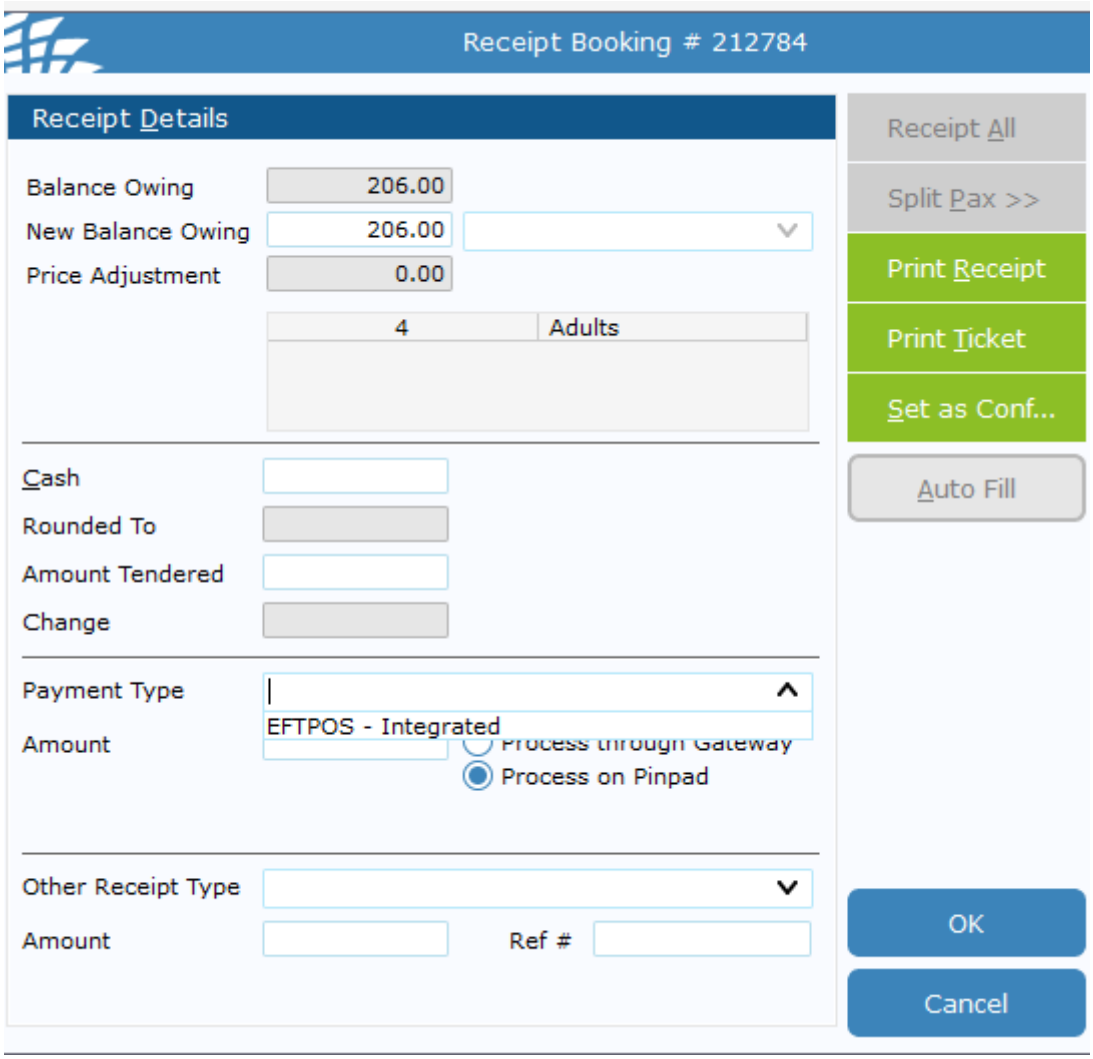
> The workstation you are trying to do this from needs to be setup to sell tickets via 'Quick Ticket' if the POS option in step 1 is not visible. Please contact IT and request for access.

> **Currently the booking made will not receive a Carriage Allocation. Please confirm there is room on a carriage prior to booking.**

1. Make a booking.
2. Click Receipt and the Receipt Booking window will pop up.



3. Select Payment Type - **EFTPOS - Integrated** and confirm that **Process on Pindpad** is selected and click **OK**



4. The connected EFTPOS terminal should now prompt for payment. Complete payment.

5. Once complete, click Ticket to Printer - **The ticket will NOT have a seating allocation on it.**

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