



NEW CARD SIGN UP

1. Press "NEW CARD"
2. Swipe **new** Double Up Card & Swipe EBT Card
3. Enter contact information
4. Click checkmark (top right corner)
5. Have customer press "ACCEPT" Marketing & Privacy Policy



REPLACE CARD

1. Press "REPLACE CARD"
2. Swipe SNAP/EBT Card
3. Swipe **new** Double Up Card
4. Click checkmark (top right corner) to finish & return to Main Menu



CHECK BALANCE

1. Press "BALANCE"
2. Swipe Double Up Card
3. Balance appears
4. Press "OK"

Fold Line



SNAP MATCH (Earn Double Up & Load Card)

1. Swipe SNAP/EBT Card through regular terminal as usual
2. On Tablet Press "SNAP MATCH"
3. Enter \$ amount of "INCENTIVE ELIGIBLE" (Double Up items)
4. Swipe Or Scan SNAP/EBT Card
5. Click the ARROW (top right)
6. Swipe or Scan the Double Up Card
7. Press CHECKMARK (top right)

Enter total SNAP amount, app will automatically cap earning



INCENTIVE (Spend/Redeem Double Up)

1. Click on "INCENTIVE"
2. Enter \$ amount of "PRODUCE" (Double Up eligible items)
3. Click the ARROW (top right)
4. Swipe or Scan the Double Up Card
5. Press CHECKMARK (top right)
6. Complete Sale by pressing "OK"



VOID THE LAST COMPLETED TRANSACTION

1. Select "HISTORY"
2. Select the sale that needs to be voided
3. On the receipt screen, click on the orange "VOID TRANSACTION" button



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