

## Lip Nurit Operators Guide

The following describes how to perform a transaction using a Lip Nurit terminal. Use the PROMPTS / YOUR INPUT prompts as a guide as to what you should enter. Depending on what version of the program you have some prompts may not be used or may not be in this order. Your terminal can do 4 functions **SALE**, **VOID**, **BATCH**, and **BRIDGE UPLOAD**

### SALE

PROMPTS	YOUR INPUT
CREDIT SALE ACCOUNT...	Press <b>PYMT MODE</b> on 2060,2080,2085 models <b>ENTER PYMT</b> on 3000 & above until Terminal responds with CHECK SALE AMOUNT or CHECK CONVERSION AMOUNT
CHECK CONVERSION AMOUNT	Enter the Dollar amount of the check. Terminal may say CHECK SALE AMOUNT instead of CHECK CONVERSION AMOUNT
SWIPE CHECK	Terminal may say ENTER ACCOUNT. In either case run check through reader. Check goes in left hand slot with the face of the check facing right. Check reader light should blink on & off. If it turns red try again.
SWIPE OR ENTER ID	Swipe the drivers license through the terminal. If the License does not have a magnetic stripe key in the number. If there are letters press the number key that has the letter and then press the ALPHA COPY key to convert the number to the letter.
ENTER STATE CODE	Terminal may say DL STATE=**. If the state shown is correct just press enter. In either case enter the state code. Use the guide below for proper state code number. You may also enter the 2 letter abbreviation as well.
	See the table labeled 'Terminal Responses' below.

### STATE CODES

Alabama 10	Alaska 12	Arizona 14	Arkansas 16	California 18	Colorado 20
Connecticut 22	Delaware 24	Florida 26	Georgia 28	Hawaii 30	Idaho 32
Illinois 34	Indiana 36	Iowa 38	Kansas 40	Kentucky 42	Louisiana 11
Maine 13	Maryland 15	Massachusetts 17	Michigan 19	Minnesota 21	Mississippi 23
Missouri 25	Montana 27	Nebraska 29	Nevada 31	New Hampshire 33	New Jersey 35
New Mexico 37	New York 39	No. Carolina 41	No. Dakota 43	Ohio 44	Oklahoma 45
Oregon 46	Pennsylvania 47	Rhode Island 48	So. Carolina 49	So. Dakota 50	Tennessee 51
Texas 52	Utah 53	Vermont 54	Virginia 55	Wash. DC 56	W. Virginia 58
Wisconsin 59	Wyoming 60	Puerto Rico 61	Canada 62	Mexico 69	SSN 77

### TERMINAL RESPONSES

RESPONSE	MEANING
<b>AUTH NUM xxxxG</b>	The transaction is truncated and guaranteed.(Get signature,name, and phone on receipt)
<b>AUTH NUM xxxxV</b>	The transaction is truncated but not guaranteed.(Get signature, name, & phone on receipt)
<b>NO ACH AUTH NUMxxxxV</b>	The transaction was not truncated <a href="#">REASONS</a>
<b>DECLINED</b>	Transaction rejected. Do not accept check. <a href="#">REASONS</a>
<b>ALL OTHERS</b>	If you received a response not listed here it may be an error. See the page labeled ' <a href="#">Error Definitions</a> ' for your terminal configuration.

A void may only be done the same day the transaction occurred.

**VOID A SALE**

<b>PROMPTS</b>	<b>YOUR INPUT</b>
CREDIT SALE ACCOUNT...	Press PYMT MODE until Terminal responds with CHECK SALE AMOUNT or CHECK CONVERSION AMOUNT
CHECK CONVERSION AMOUNT	Press the VOID key. Terminal should say CHECK VOID AMOUNT. Enter the amount of the check.
SWIPE CHECK	Terminal may say ENTER ACCOUNT. In either case run check through reader. Check goes in left hand slot with the face of the check facing right. Check reader light should blink on & off. If it turns red try again. Terminal should respond with ' <b>VOID ACCEPTED</b> '.