

### How to Change the Receipt Message

To change the receipt message, from each till:

1. Log into Back Office
2. Go to System Setup
3. Go to System Configuration
4. Go to Company Details
5. Click on your name
6. Click on Keyboard On
7. Click on Rcpt Ftr lines 1 thru 3 to change - these 3 lines are the message at the bottom of the receipt
8. Select 'Data' from the Pull down menus and then 'Save record'