

# Use the Balance Inquiry

It is recommended to add the BI Transaction Type to the keyboard layout or to the Screen buttons or you can manually type in the BI command in the Transaction Type field in the register.

In the Example below I have added the 'Balance Inquiry' button to the screen.

Select the 'Balance Inquiry' button, Select the 'Gift Card' option as a tender and then enter the gift card number or scan/swipe the card as per your normal options.

TCS Development Suite					Balance
Sales Clerk: RODNEY					
Tran Type: SA					
Tran Number:					
###	Qty/SKU/Mod	Description	Qty	Price	Extended
Transaction Modifiers		# Modifier or Tender	Amount	SubTotal	
				Disc/Mkdn	
				Sales Tax	
				Total	
SALES		EXIT	AR TEST	REPRINT	POST VOID
OPEN		NO SALE	RETURN	Balance Inquiry	CLOSE

**TCS Development Suite**

Sales Clerk: RODNEY  
 Tran Type: BI BALANCE INQUIRY  
 Tran Number: 5128

### Qty/SKU/Mod	Description	Qty	Price	Extended
1		1		

  

Transaction Modifiers	# Modifier or Tender	Amount	SubTotal	Disc/Mkdn	Sales Tax	Total
	1					0.00

CASH    EXIT    CHECK    GIFT CARD    ABORT  
GO BACK    CREDIT CARD    DEBIT CARD    ONE CARD    TRAN DISC

**TCS Development Suite**

Sales Clerk: RODNEY  
 Tran Type: BI BALANCE INQUIRY  
 Tran Number: 5128

### Qty/SKU/Mod	Description	Qty	Price	Extended
1		1		

  

Transaction Modifiers	# Modifier or Tender	Amount	SubTotal	Disc/Mkdn	Sales Tax	Total
	1 !GC					0.00

CASH    EXIT    CHECK    GIFT CARD    ABORT  
GO BACK    CREDIT CARD    DEBIT CARD    ONE CARD    TRAN DISC