




Verifone V200C Plus




Quick Reference Guide for Retail








CREDIT/DEBIT SALE

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Credit/Debit
	On the key pad enter the number associated with Sale
Enter Sale Amount	Accept Sale Amount 
Insert/Tap/Slide Card	Run payment method
Accept Total Amount	Accept Total Amount 
Enter PIN if Prompted	Enter PIN on key pad 



EBT-SNAP/CASH BENEFIT SALE (If enabled)

Terminal Display	Action
Main Menu	On the key pad enter the number associated with EBT
	On the key pad enter the number associated with SNAP Sale or Cash Benefit Sale
Enter Sale Amount	Accept Sale Amount 
Slide Card	Run Card 
Enter PIN	Enter PIN on key pad 




EBT-SNAP VOUCHER (If enabled)

Terminal Display	Action
Main Menu	On the key pad enter the number associated with EBT
	On the key pad enter the number associated with SNAP Voucher
Enter Sale Amount	Accept Sale Amount 
Enter Account Number	Enter Account number on key pad 
Please Enter Card EXP Date	Enter Card EXP Date (MMYY) 
Enter Voucher #	Enter Voucher #  (Press Right side of silver toggle for Alpha)
Enter Approval Code	Enter Approval Code  (Press Right side of silver toggle for Alpha)

VOID

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Manager
	On the key pad enter the number associated with Void
Enter Sequence #	Enter Sequence # of the transaction to void 
Transaction Detail	Confirm Void Amount 




CREDIT/DEBIT SALE

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Manager
	On the key pad enter the number associated with Refund
	On the key pad enter the number associated with Credit/Debit or SNAP
Enter Refund Amount	Accept Refund Amount 
Insert/Tap/Slide Card	Run payment method
Accept Total Amount	Accept Total Amount 
Enter PIN if Prompted	Enter PIN on key pad 

CARD VERIFY

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Credit/Debit
	On the key pad enter the number associated with Card Verify
Insert/Tap/Slide Card	Run payment method





REPRINT RECEIPT

Terminal Display	Action
Main Menu	On the key pad press the REPRINT KEY
Select Reprint Option	Last  By SEQ # 
Receipt Type (Last) or	Receipt Type: 1 Merchant or 2 Customer
Receipt Type (Last) or	Enter Sequence # 



PRINT REPORTS

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Manager
Reports	On the key pad enter the number associated with the report
Report Type	1 = Detail, 2 = Summary, 3 = Parameter
Report Option	Current or Previous
Select Report Type	1 = Seq, 2=Tran Type, 3 = Card Type



TIP ADJUSTMENT

Terminal Display	Action
Main Menu	On the key pad press the TIP KEY
Tip Adjust Find Sale To Tip By:	1 = Server, 2= Untipped, 3 = Sequence #
Tip Adjust	Use Right or Left side of silver toggle to locate transaction Cancel  Edit 
Enter Tip Amount	Enter amount of tip
Confirm Change	Yes  No 

BATCH/SETTLEMENT

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Manager
	On the key pad enter the number associated with Settle
Are You Sure You Want To Settle	Yes  No 

SETUP CLERK/EMPLOYEE(If enabled)

Terminal Display	Action
Main Menu	On the key pad enter the number associated with Manager
	Press Right side of silver toggle twice
	On the key pad enter the number associated SETUP CLERK
Edit Clerk/Employee Table	1 = Add, 2= Modify, 3 = Delete
Enter Clerk/Employee #	Enter Employee Number
Enter Clerk/Employee Name	(Press Right side of silver toggle for Alpha)
Enter Clerk/Employee Access ID	Enter Access (password) ID
Add Clerk/Employee	Yes  No 

Note: Before proceeding, please ensure your V200C Plus/ P200 Plus packaging has not been tampered with.

Point to Point Encryption (P2PE)

Immediate data encryption keeping your clients data secure.

Connecting your terminal:

1. Verify your bag number in your ePAY portal <https://epay.jtpeportal.com> to ensure you have received the correct terminal. For more information on where to confirm your bag number, please refer to page 9 on our P2PE Instruction Manual (PIM), which can be found at: <https://payments.ncr.com/pim/>.
2. Complete one of the following depending on how you connect to the internet:
 - Connect the ethernet cable to the 'LAN' port.
 - Connect the line cable into the 'LINE' port.
3. Plug the power cable into the POWER Port.

Setup or Technical Support Questions?



1-855-226-7337



https://www.illinoistreasurer.gov/Local_Governments/ePAY_Overview