Tip Adjust

1 Select the RCBC Application
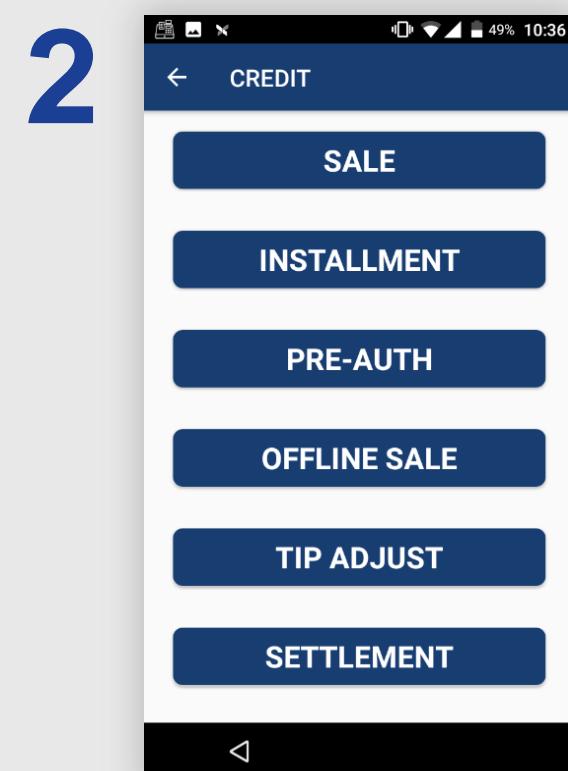
2 Select Tip Adjust
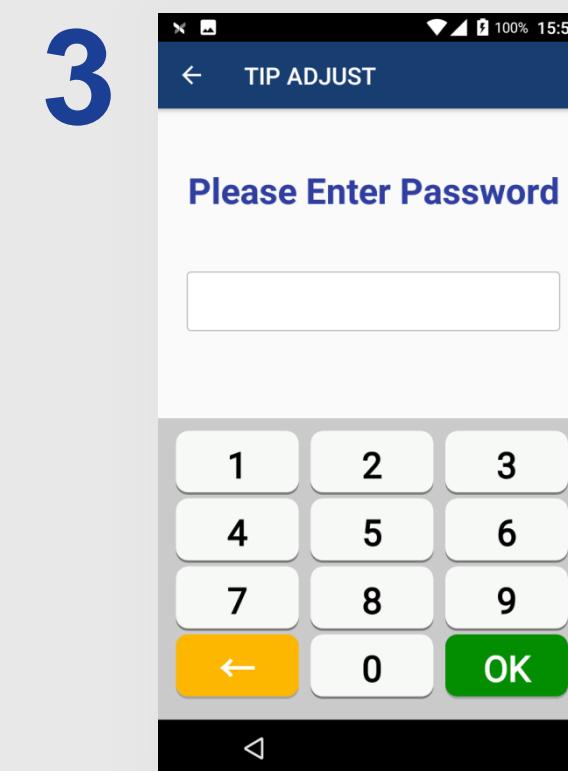
3 Enter Tip Adjust Password
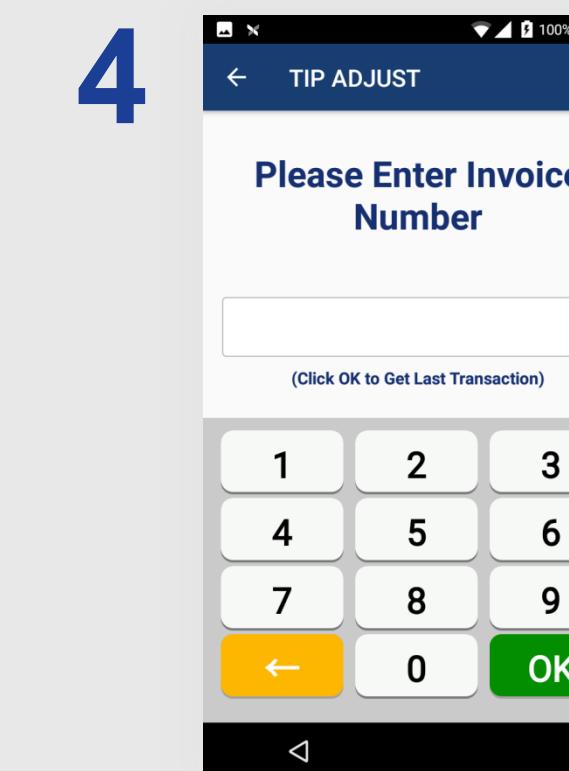
4 Enter Invoice Number
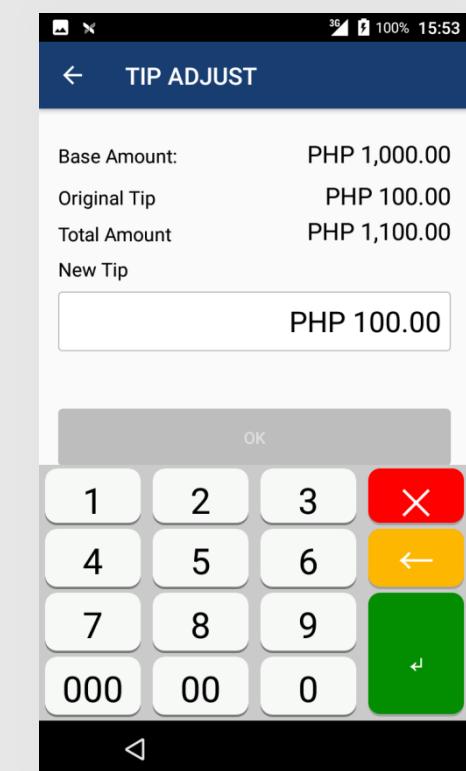
5 Enter New Tip Amount
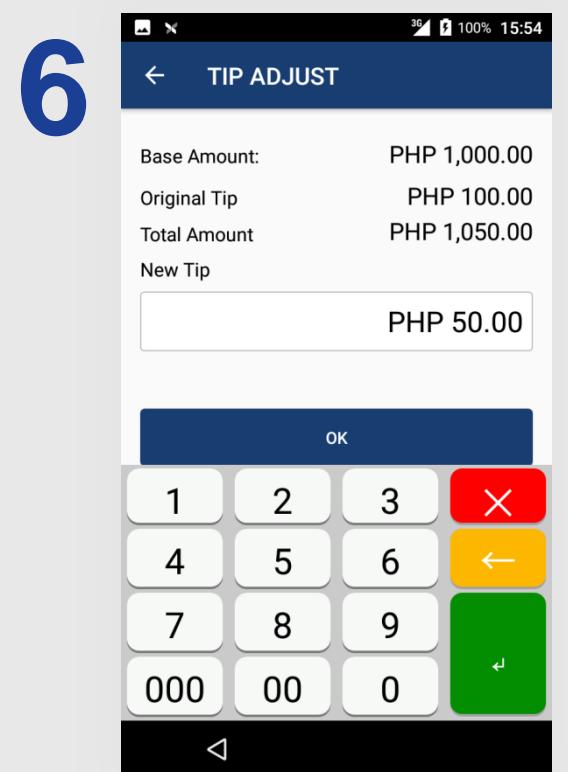
6 Press Enter Key
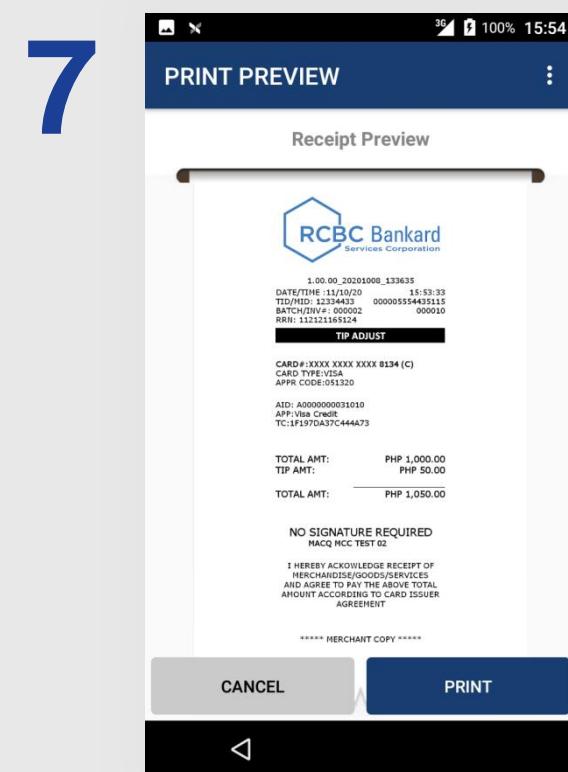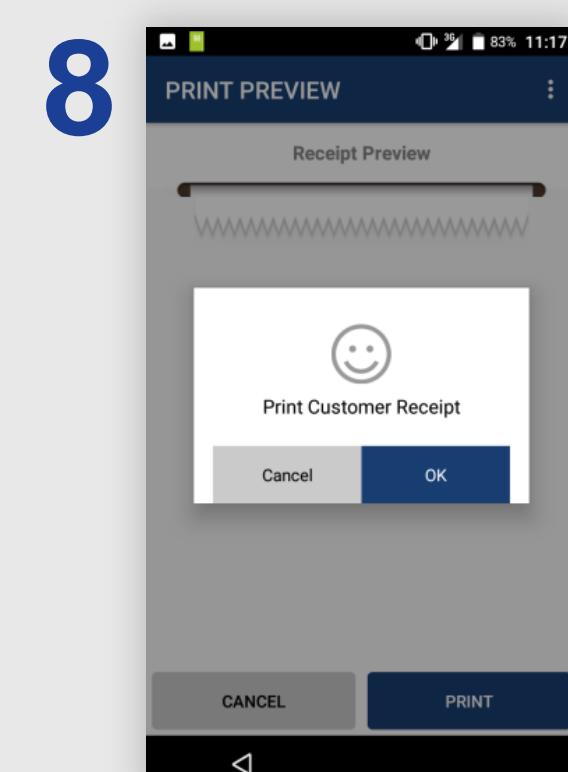
7 Print Receipt

8 Print Customer Receipt

Note: Certain Cards and Amounts will require entering either a PIN code or an Electronic Signature, simply follow what is prompted.