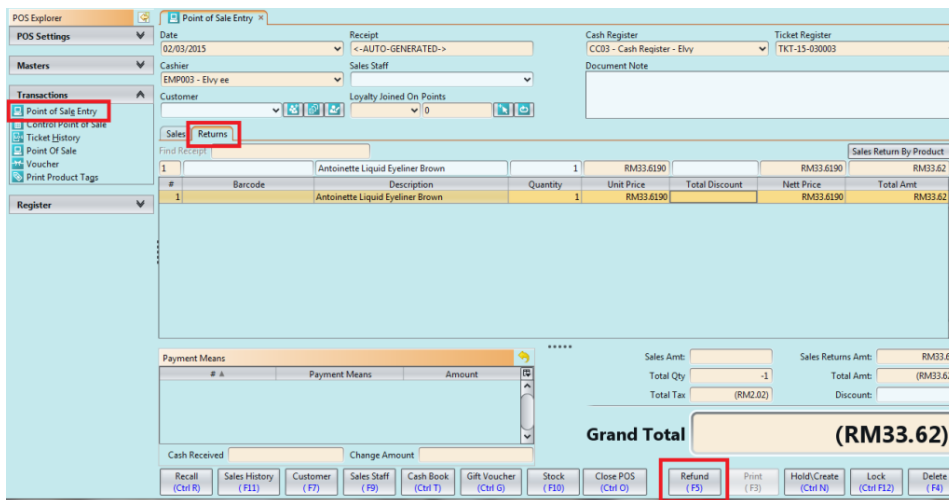


# How to manage a Customer returning a purchased Item in POS?

1. Click on **"Returns"** tab
2. Select Return by Product or Return by Receipt
3. Scan the item's barcode or enter receipt's number, and press enter
4. Click on **"Refund"** button



5. Select mode of refund (Credit Voucher or Cash)
6. Click **"OK"** button when done

**Sales Returns**

**Sales Returns by Credit Voucher / Cash Refund**

Issue Credit Voucher     Refund Cash

Issued On: 02/03/2015    Serial #: <-AUTO-GENERATED->

Voucher Type: Credit Voucher - - Credit    Face Value: RM33.62

Valid From: 02/03/2015    Valid Till: 02/05/2015

Issued To:    Issued By:

Issue At: CC03 - Cash Register - Elvy     Redeemed

Description:

Process Flow

Cashiers

