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Automatically Issue Gift Cards for Returns: Setup

To start automatically issuing gift cards for returns, you must complete the setup below. This includes setting up options, a gift card return SKU, security, and alternate tender.

Set Up Options

Set up the following options to automatically issue gift cards for returns.

ID# 5980 " [Force Gift / Cash Card activation](#)" This option must be set to Yes.

ID# 9287 " [Gift/Cash Card required on POS Refund](#)" This option must be set to Y, R, or A (N means that you are not using this feature).

ID# 9288 " [SKU to use for gift/cash card on POS Refunds](#)"

Set Up Security

- Assign security bit 861 "(MO) Ability to finish a sale or invoice order with totals .00" to all POS clerks. This bit must be set to Y for the Automatic Issue of Gift Cards for Returns feature to complete.
- Assign security bit 684 "(MO) Allow override of Store Voucher/Gift Card requirement on POS Refund" to the appropriate clerks. Typically this security bit would be assigned to management personnel only.

(Optional) SKU Setup

You can use your existing Gift Card Return SKU, or create a new one in Inventory Maintenance. If you decide to create a new one, use the following guidelines:

- On the Codes tab:
 - Set both the Discountable and Tax Status fields to N.
 - Click the Additional Codes hyperlink, and set the Gift Card SKU field to Y.

Inventory Maintenance - Store: 1 ACTIVANT RETAIL Terminal: 559 Signed On User: SYSTEM

File Action Tools Help

SKU: GCR Desc: GIFT CARD FOR RETURNS

Mfg # UPC Sequence

Dept: 99 Class: 999

1. Stocking 2. Pricing 3. Codes 4. History

Price Bounding: 1 Lifo Pool Code Discontinued

Tax Status: N City/State Code Store Closeout

RDP Protect? N Product Code: 10 Kit Record

Special Record Keep Stock Info? N Discountable? N

*Tally Keep Prices? Y Has Alt Part #

Loading Required Count Promo Sales Y Seals/Promo

Tax Code Vendor Backorder N Catalog Pg #

POS Returnable Y Promo Sales Code Keep Sales History? N

Update Dept Data Y Popularity Code X Keep Promo History? N

Seals Sales Code Print Labels Y Amt of Purch Hist: 13

Bill of Materials N # of Bin Labels N Ext Sales History? N

Additional Codes Flags

Decimal Quantity Allowed: 0

POS No Charge SKU: N

Special Order SKU: N

POS Sellable: Y

G# Card SKU: Y

Fixed Price Indicator

Special Fee

True Blue Assortment: N

User

Expanded A

Expanded B

Expanded C

Expanded D

- Do NOT enter pricing for this SKU.

Alternate Tender Setup

Automatically issuing gift cards for returns requires an Alternate Tender for gift cards set up in Options Configuration. You already set up an Alternate Tender for gift cards when you set up your gift card program. If you are setting up Gift Cards for the first time, please review the [Alternate Tender setup for gift cards](#).