

Tyro EFTPOS

Manual Transactions



Manual Transactions

If you are unable to electronically process transactions on the terminal (no connection to Tyro, no power supply) you must call Tyro Support to get a voice authorisation.

With Voice Authorisation

You can only get a voice authorisation to process credit card transactions (debit card transactions cannot be processed). To do so you must provide Tyro with the following data:

Merchant ID and Terminal ID

MENU > Settings > Terminal Info or Account name and the terminal's 7-digit serial number

Customer's credit card number and its 4-digit expiry date

The 3 or 4 digit security code

The amount of the purchase

Tyro will then supply you with a transaction reference number.

Once the transaction is processed, note the transaction reference number of the authorisation on the merchant/customer receipt copy.

Without Voice Authorisation

If Tyro Support is not available, you may choose - at your own risk - to process the transaction manually using the Manual Transaction Receipt form to be found on www.tyro.com > **documents**.

Terminal Reporting

For transaction summaries and detailed reports go to: **MENU > Print reports > Summary/Detailed**. Choose reporting date/type of card.]

Dial Tyro Support 1300 966 639