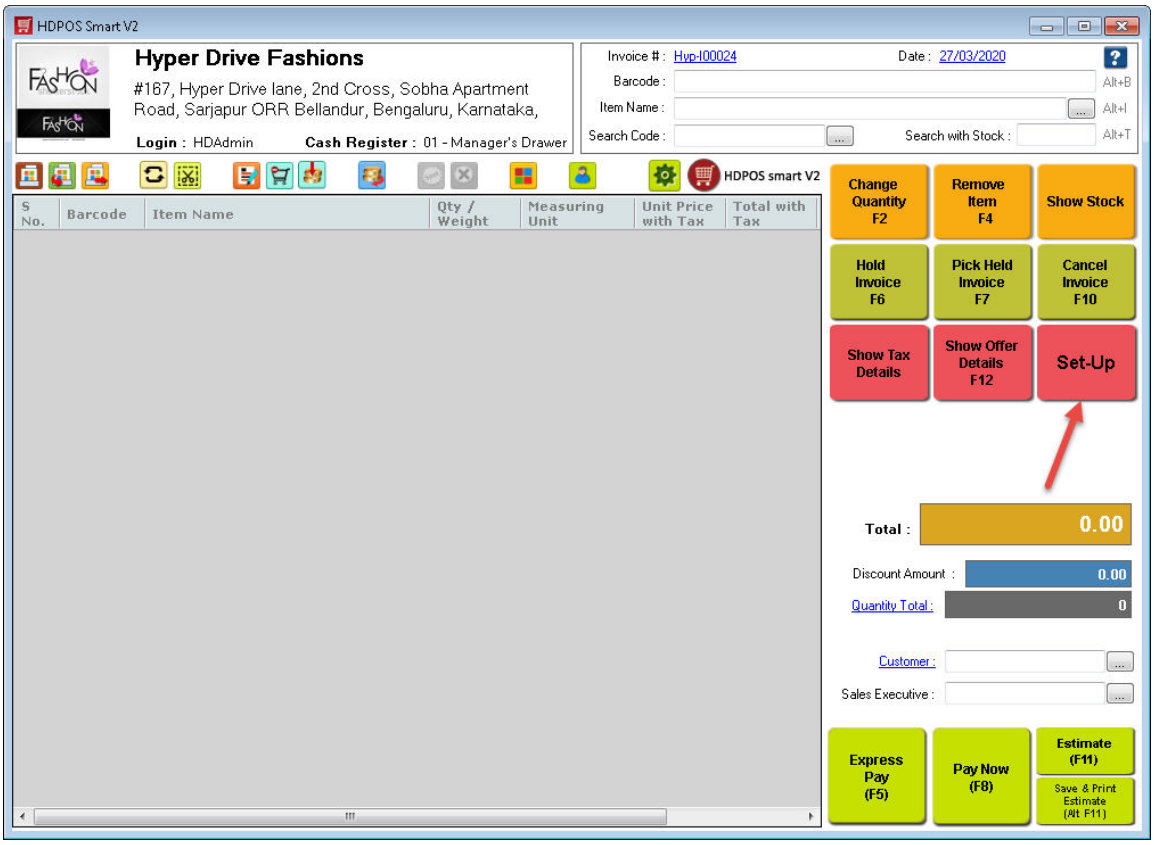
How to Issue Gift Card to a Customer?

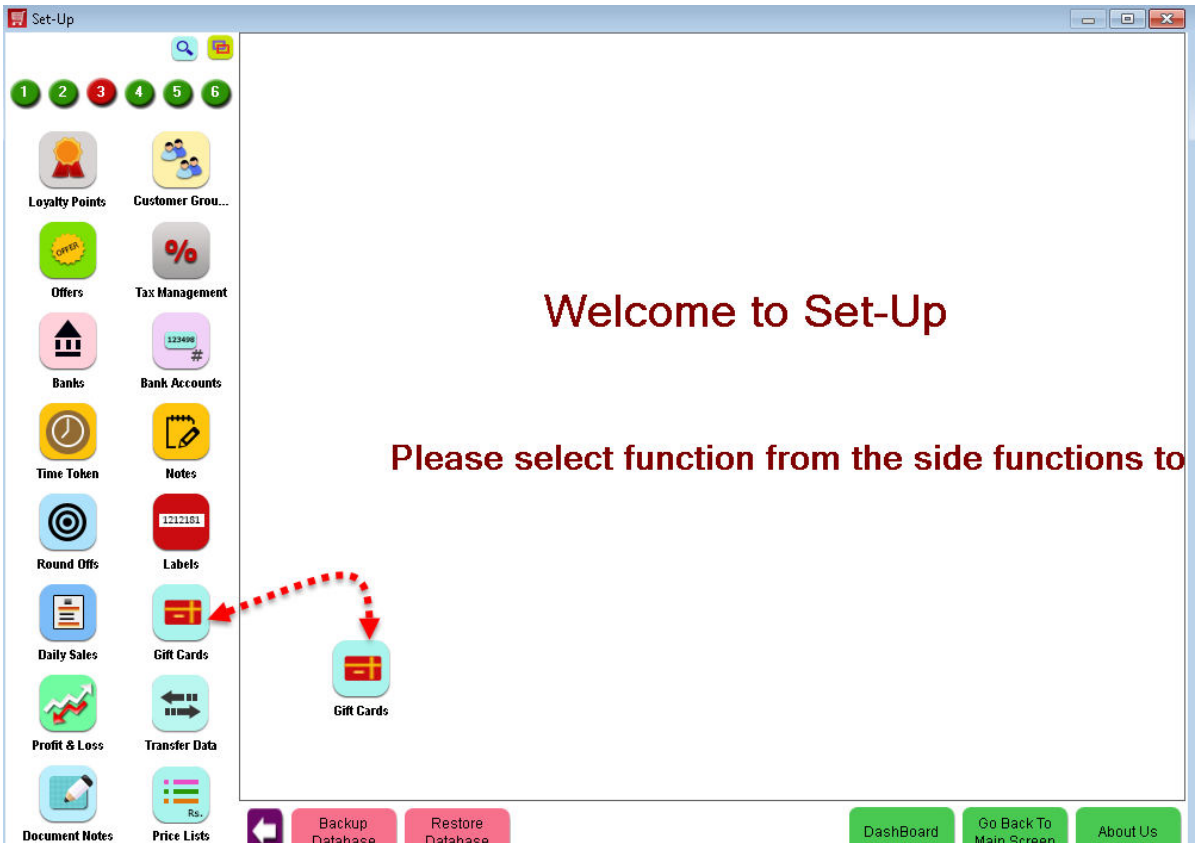
Issue Gift Card to a Customer is used to enter the details of gift cards in HDPOS that you have already issued to customers before using this application. This option can also be used when you want to issue new gift card to customer.

To issue gift card to a customer, follow the steps given below.

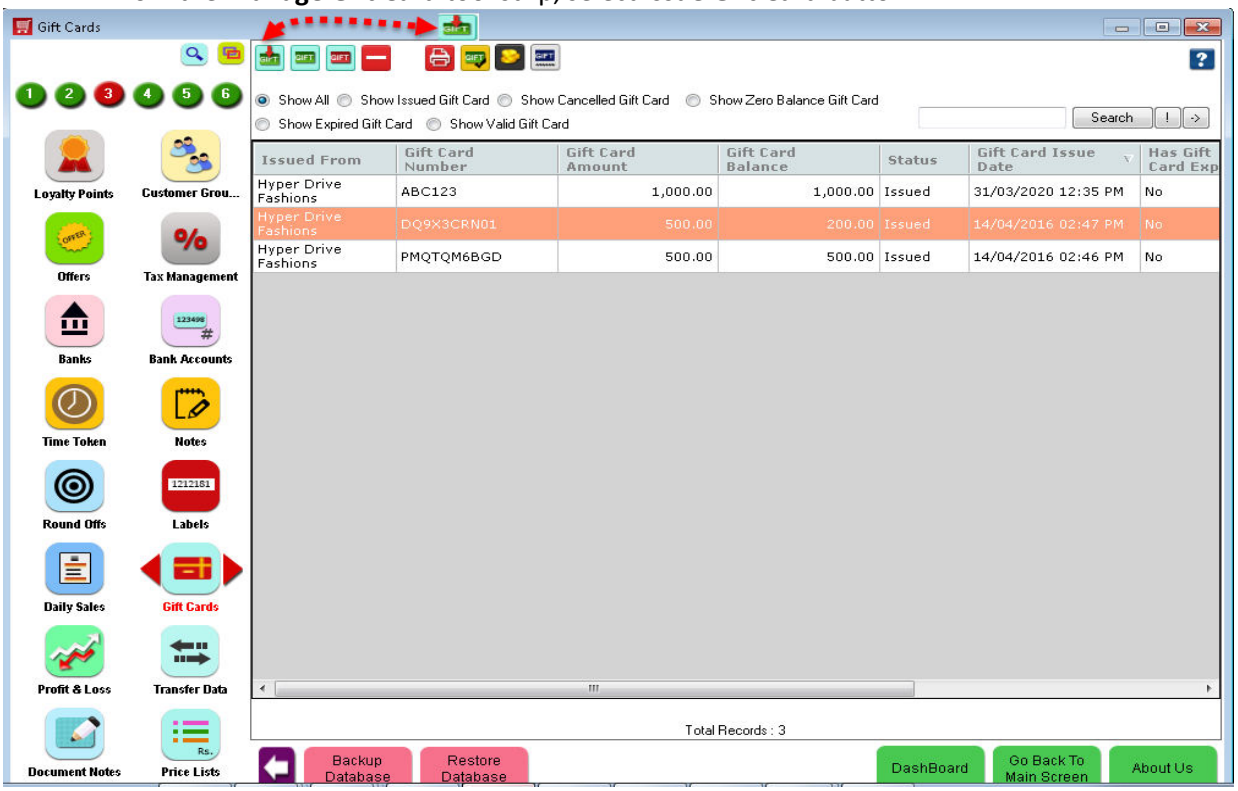
1. Run **HDPOS smart**.
2. From **Main Invoice Screen**, select **Set-Up**.



3. From 3rd page of **Set-Up**, select **Gift Card**.


Set-Up
1
2
3
4
5
6
Loyalty Points
Customer Grou...
Offers
Tax Management
Banks
Bank Accounts
Time Token
Notes
Round Offs
Labels
Daily Sales
Gift Cards
Profit & Loss
Transfer Data
Document Notes
Price Lists
Welcome to Set-Up
Please select function from the side functions to
Gift Cards
Backup
Restore
DashBoard
Go Back To
About Us

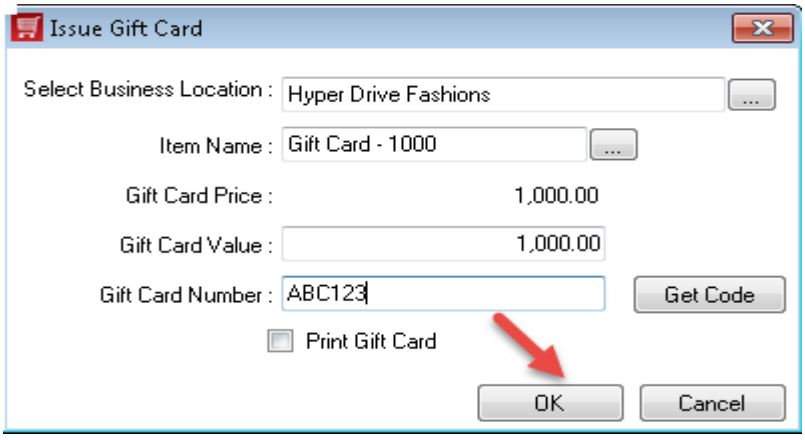
4. From the **Manage Gift Card** tool strip, select **Issue Gift Card** button.



5. **Issue Gift Card** screen will be opened.
   - **Item Name:** Enter the name of your **Gift Card**.
   - **Gift Card Price:** It is a read only field that will get populated automatically when you select the gift card item.
   - **Gift Card Value:** Enter the **Gift Card Value**.
   - **Gift Card Number:** Enter the **Gift Card Number here.** Enter it manually for the card that is already issued or for the card that is new. You can click on **Get code** button (for a new gift card).

     Print Gift Card: If you checked **Print Gift Card** checkbox, the gift card will get printed.

     Click on **OK**



6. Now you can see the issued gift card as shown below.

