

How Do I Process a TChek Check?

A Tchek check is a physical check issued by Tchek. A printed paper check may be presented by the customer or a blank check will be given to the customer to fill out.

Understanding the Fleet Check Process

Fleet checks are used to pay for diesel transactions, fuel and / or cash advances. Handle fleet check transactions as if you are cashing a check. Customers can come in with a fleet check or may request a fleet check from you by name.

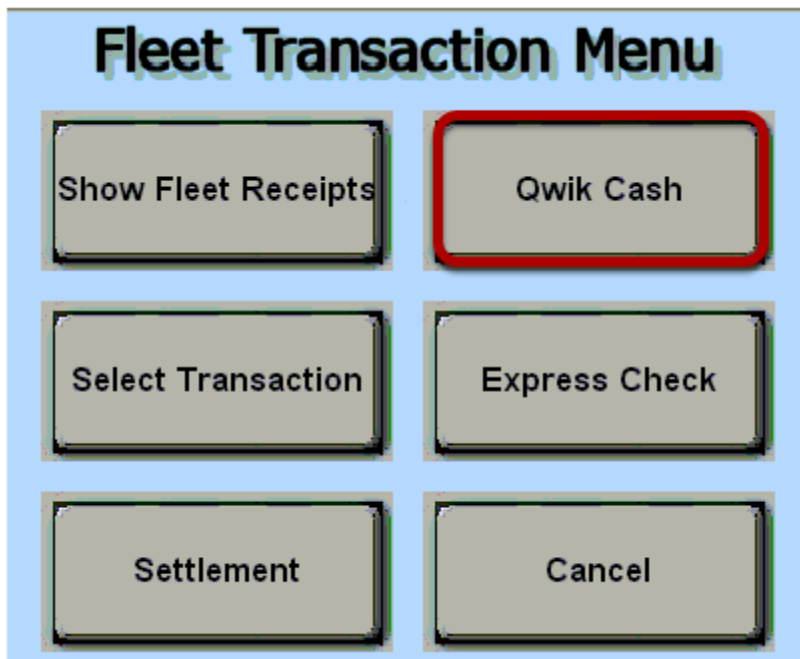
You will begin the process by ensuring the customer has completed all blank spaces, except the authorization number. Ask the customer to endorse the back of the check. Then ask for the customer's government issued ID to verify that the name in the "Pay to the Order of" field and any other identification information filled out on the fleet check match the information on the ID. Be sure to compare the endorsement signature to the ID as well.

Fleet Menu



Touch the "**Fleet Menu**" button.

Qwik Cash



Touch the "**Qwik Cash**" button.



Touch the "**Plus Check**" button.

Tchek

T - C H E K
14800 Charlson Rd., Prairie, MN 55347

Draft # **000000000000** **02/23/44**
DATE

PAY TO THE ORDER OF _____
THE SUM OF _____
ISSUING COMPANY _____

Payable in U.S. Dollars
DOLLARS CENTS

EXPRESS CODE (16 OR 24 DIGITS) OR CARD NUMBER (10 OR 12 DIGITS) _____

(STATE) _____ DRIVER'S LICENSE INFO (NUMBER) _____

IMPORTANT - This Draft will only be honored when properly completed, and identification checked prior to cashing.
PAYABLE THROUGH NORTH AMERICAN BANKING COMPANY, ROSEVILLE, MN

THIS DRAFT IS NOT VALID AND WILL NOT BE HONORED WITHOUT PROPER AUTHORIZATION IF YOU ACCEPT THIS DRAFT YOU MUST OBTAIN AN AUTHORIZATION CODE OR VERIFY ANY CODE THAT IS ALREADY ENTERED BY CALLING T-CHEK SYSTEMS, INC.

Heat causes ink to disappear. Absence of ink may indicate alteration. Rub here to verify authenticity.

DO NOT CASH BEFORE CALLING -
TOLL FREE 800-776-2435
FOR EMERGENCY ONLY 800-834-3413
AUTHORIZATION CODE _____

HEAT SENSITIVE BLACK IMAGE DISAPPEARS WITH HEAT - SEE BACK FOR ADDITIONAL CASHING INSTRUCTIONS

#000000000000# 0912035571 8000031#

A printed paper check may be presented by the customer or a blank check can be given to the customer to fill out if they have an express code. The Express Code is a secure series of numbers (16 or 24 digits in length) that designate a specific dollar amount when created.

Tchek

1

Name : _____
Initial : _____
Total Amount : _____
Invoice Number : 0902571
Security # : _____
Unit # : _____
Odometer : _____

2

OK **Cancel**

(1) Fill out the following blanks

Name - Type the customer's name

Initial - Type in your initials

Total Amount - Type the amount listed on the check

Invoice Number - This number is generated by Fiscal automatically

Security Number - Type the **express code** provided by the customer

Unit Number - Type the customer's unit number

Odometer - Type the customer's odometer

(2) Touch the **"OK"** button.

Check Authorization

If authorization is successful, a receipt will print out with the dollar amount and authorization code. Print the authorization code provided into the authorization code box on the paper check.

The customer can now take the authorized dollar amount as a cash advance, purchase fuel, or both.

Save the paper check to keep with daily paperwork.

Failure



Enter Billing Company Approval String.
** WARNING ** - You MUST call Billing Company for Approval.

OK Cancel

If the authorization fails, then the following error screen will appear. At this point you must call the billing company for approval. Once you receive a voice authorization code from the billing company, type the approval number using the keyboard and then touch the **"OK"** button.