

How Do I Process TCH / EFS Check?

A Plus Check is a physical check issued by Transplatinum / Fleetone. These are printed checks.

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.

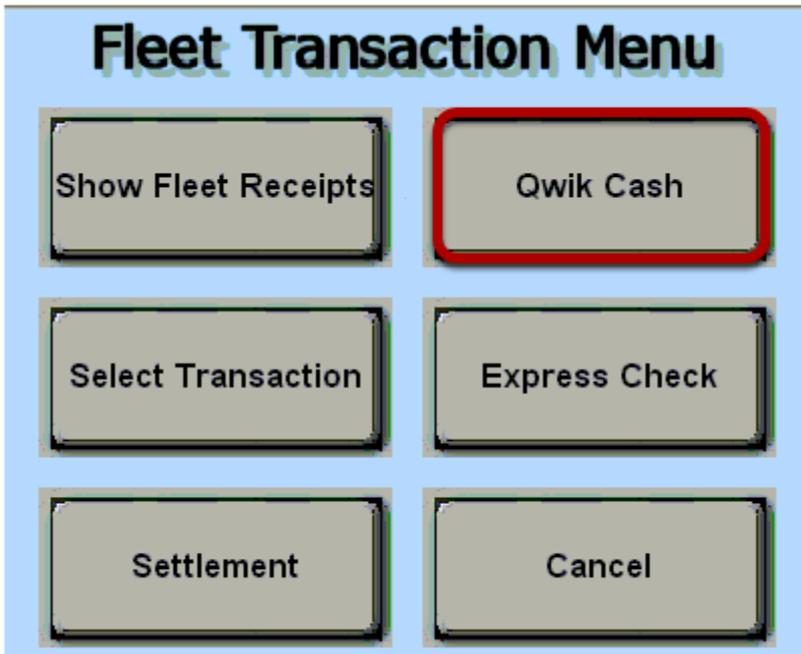
You will begin the process by ensuring the customer has completed all blank spaces, except the authorization number. Ask the customer to endorse the back of the check. Then ask for the customer's government issued ID to verify that the name in the "Pay to the Order of" field and any other identification 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 "**TCH / EFS Check**" button.

EFS



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 a moneycode (10 and 23 digits).

The image shows a terminal screen titled "Transcheck" with the following fields and buttons:

- 1** (circled) - A red box highlights the input fields:
 - Name :
 - Total Amount :
 - Check Number :
 - Issuer Number :
 - Transaction # :
- 2** (circled) - A red box highlights the "OK" and "Cancel" buttons.

(1) Fill out the following blanks

Name - Type the customer's name

Total Amount - Type the amount listed on the check

Check Number - Type the check number listed at the top of the check

Issuer Number - Type the **first 6 digits of the customer's money code**

Transaction Number - Type the **remaining digits of the money code**

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

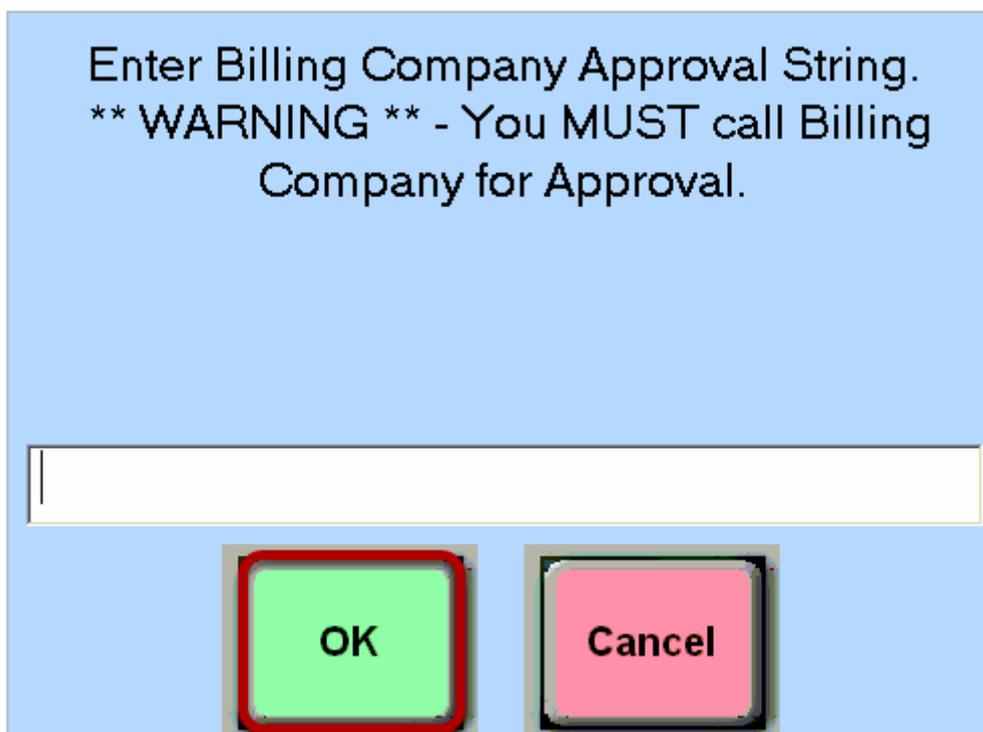
Check Authorization

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 for deposit.

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.