



Cash flow management. Solved.

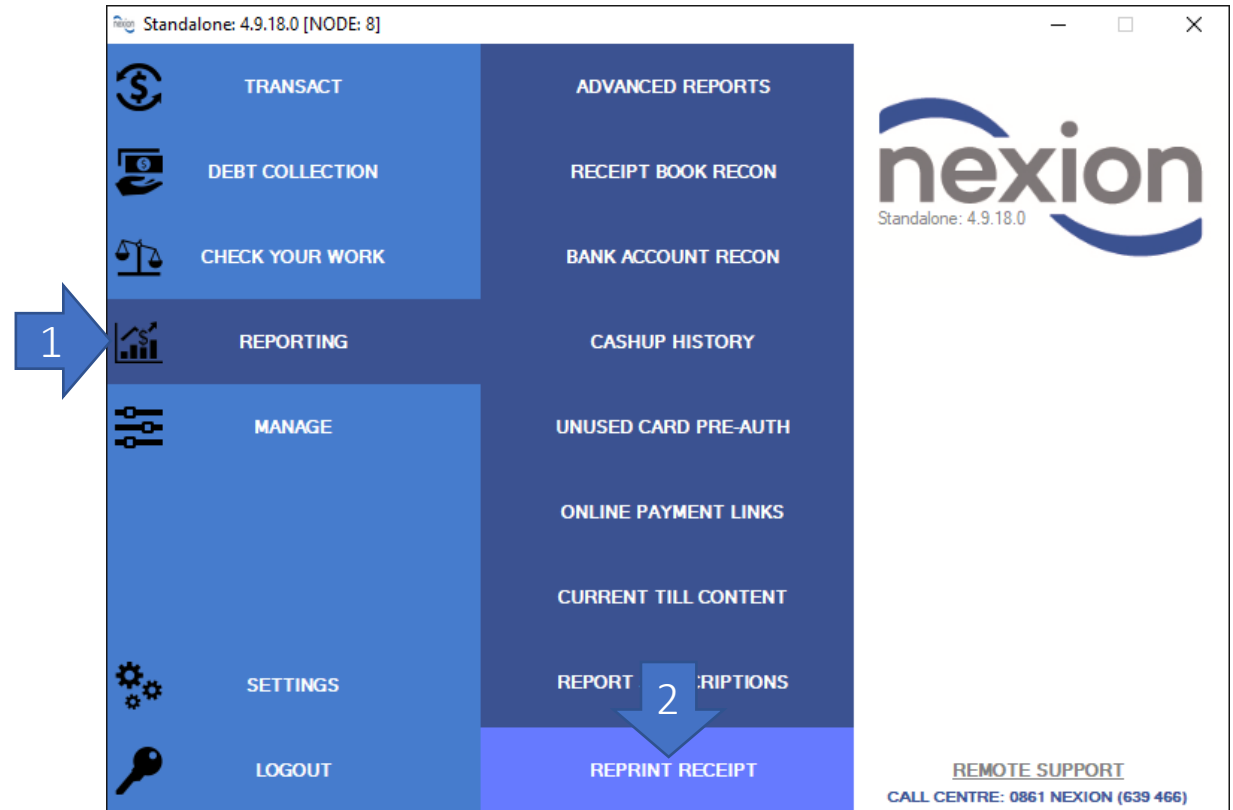
REPRINT RECEIPT

USER GUIDE

INITIATE REPRINT OF A RECEIPT

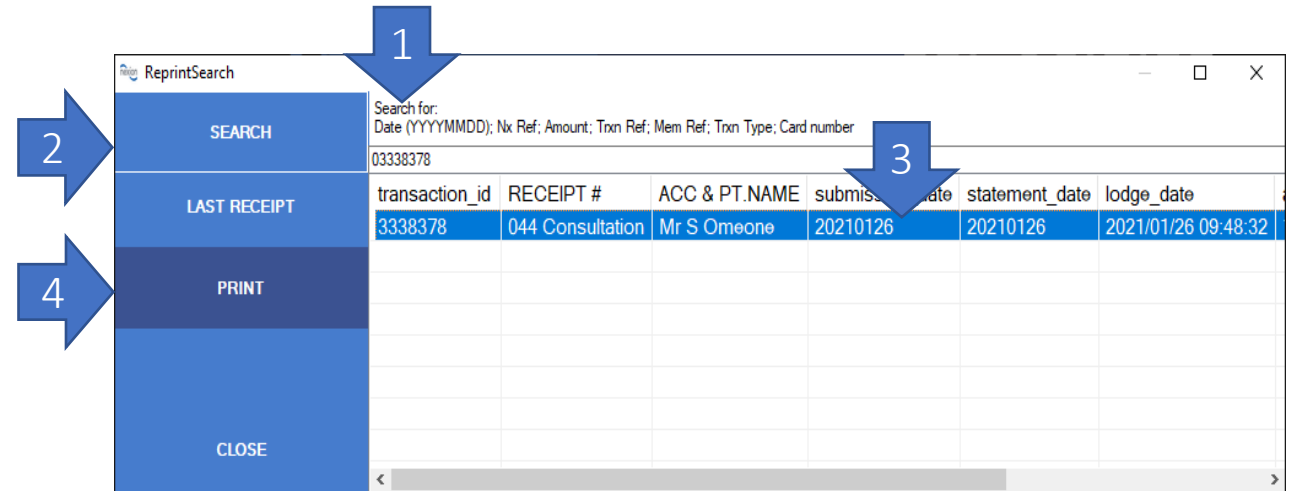
1. Click on REPORTING.
2. Click on REPRINT RECEIPT.

- You can obtain the details of the transaction from the:
- Receipt
 - Receipt book recon report



VERIFY THE TRANSACTION TO REPRINT RECEIPT

1. Enter one of the search criteria's.
 - NEXION REFERENCE NUMBER
 - DATE
 - AMOUNT
 - TRANSACTION REFERENCE NUMBER
 - MEMBER REFERENCE
 - TRANSACTION TYPE
 - CARD NUMBER
2. Click on SEARCH.
3. Select and highlight the transaction to reprint receipt.
4. Click on PRINT.

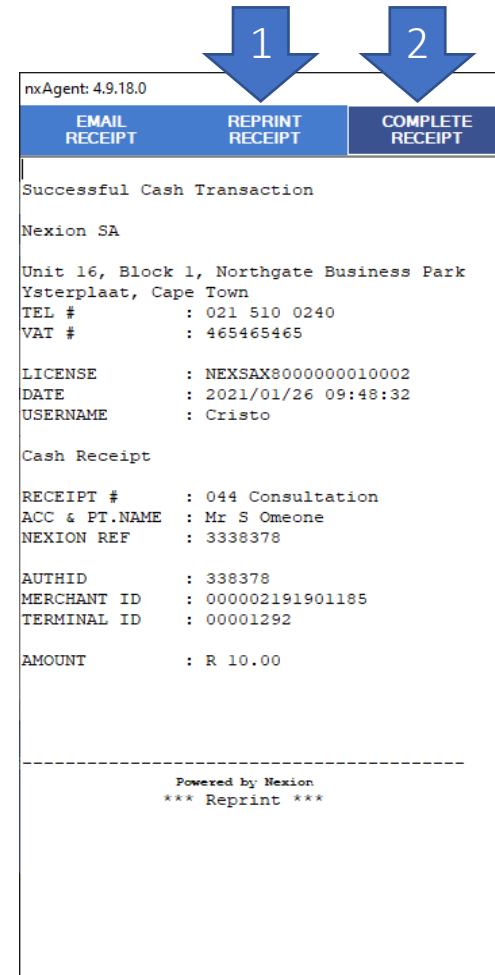


- Click on LAST RECEIPT to print last transaction done on Nexion.

NEXION WILL SHOW THE RECEIPT TO PRINT

1. Click on REPRINT RECEIPT.
2. Click on COMPLETE RECEIPT.

3. Receipt can be emailed to client by clicking on EMAIL RECEIPT.



nxAgent: 4.9.18.0

EMAIL RECEIPT	REPRINT RECEIPT	COMPLETE RECEIPT
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Successful Cash Transaction

Nexion SA

Unit 16, Block 1, Northgate Business Park
Ysterplaat, Cape Town

TEL # : 021 510 0240
VAT # : 465465465

LICENSE : NEXSAX8000000010002
DATE : 2021/01/26 09:48:32
USERNAME : Cristo

Cash Receipt

RECEIPT # : 044 Consultation
ACC & PT.NAME : Mr S Omeone
NEXION REF : 3338378

AUTHID : 338378
MERCHANT ID : 000002191901185
TERMINAL ID : 00001292

AMOUNT : R 10.00

Powered by Nexion
*** Reprint ***