

SkyTab POS SetUp Form						
Does every POS need a cash drawer?	Yes	☒	No	☐		
If not how many?	1					
Does merchant want Online Ordering?	Yes	☒	No	☐		
Shipping						
Where does the POS Need to be Shipped?	DBA Address	☐	Legal Address	☐	Impact's Office	☐
Shipping Time Frame	Ground	☒	Second Day	☐	Next Day	☐
Per Base Package	\$25.00		\$51.50		\$76.95	
Per Additional Accessory	\$11.00		\$26		\$39.00	
Ship to Vaulted Security: 954 Highway 741 Arnaudville, LA 70512						
Batching						
What time would you like the terminal to batch? <i>NOTE: this is in eastern standard time</i>	9:30pm					
POS Account SetUp						
Primary Contact Name who will handle POS Operation	Anna Bourgeois					
Primary Contact Phone Number	337-210-4272					
Primary Contact Email Address	anna@vaultedsecurity.com					
What Days will the Merchant be UNAVAILABLE	M	☐	T	☐	W	☐
					T	☐
					F	☐
When are the best times to contact the merchant?	9 AM - 11 AM	☐	11 AM - 1 PM	☐	1 PM - 4 PM	☒
					4 PM - 6 PM	☐
General Business Information						
Is this the merchants first Shift 4 System?	Yes	☒	No	☐		
Will merchant require Spanish Speaking Assistance	Yes	☐	No	☒		
Is merchant open for Business?	Yes	☒	No	☐		
** Only answers the following 7 questions if you select NO business is not open						
1 -When is the expected open date for business?						
2 - Is Building Contruction Complete						
3 - When will contstruction be complete?						
4 - Have countertops been installed?						

5 - When will countertops be installed				
6 - Have all of the required permits and licenses been acquired?				
7 - When will all the required permits and licenses be acquired?				
Does the merchant accept tips? <i>NOTE: Merchant's transactions will automatically batch approximately one hour after end of business day. Please consider adding tips throughout the day or promptly once Merchant's business is closed.</i>		Yes ☐	No ☒	
When does the Merchant plan to have the system installed? <i>NOTE: This should be 2-3 weeks out at least</i>		1/31/2023		
Merchants Business Model? <i>(Describe your business model (ie, restaurant, bar, pizza delivery, clothing store, convenience store, etc))</i>		Counter Service Restaurant		
How many of each type of staff does the merchant have per shift?	Cashiers:	Servers: n/a	Drivers:	Hosts: n/a Bartenders: n/a
Sales Tax Information				
Primary Sales Tax	Rate: 8.95			
	Applied to: All Items			
	Included in the item price?	Yes ☐ No ☒		
Additional Tax Information: <i>If more tax types are needed please let us know in the notes</i>	Tax Name:			
	Rate:			
	Applied To:			
	Included in the item price?	Yes ☐ No ☐		
Installation Information				
Internet Access:	Internet Access is required to run your set up. The SkyTab Mobile is the ONLY device that offers 3G/4G.			
Is High Speed Internet access available at the business location?	Yes ☒	No ☐		
If no, when will you have internet installed?				
If yes, who is their ISP (internet service) provider?	Cox			

Will the POS system be attached to a larger network (mall, university, etc.)?	Yes ☐	No ☒			
Will there be additional devices on the network such as security cameras or jukebox?	Yes ☒	No ☐			
Power Outlets Requirements:	We require the following power outlets in order to install and use the system: 2 power outlets within 4 feet of each terminal 1 power outlet within 4 feet of each remote printer (if applicable) 2 power outlets required for each Kitchen Video System (if applicable) <i>A power strip can be used to ensure the number of outlets are available. A surge protector is recommended.</i>				
Are all required power outlets in place? (from above requirements)	Yes ☒	No ☐			
Cable Requirements:	Each networked device (POS systems, kitchen printers, KVS and Caller ID) will require a CAT 5 Ethernet cable run from the router to each piece of equipment. An existing Ethernet jack within 10 feet of the equipment is also acceptable as Shift4 will supply a 10' patch cable.				
Has the cabling already been installed?	Yes ☒	No ☐			
SkyTab POS - POS System Set Up					
How many pages of Menu/Supporting information have been included?					
Which documents have been provided? (Select all that apply)	☐ Alcohol	☐ Takeout	☐ Catering	☐ Kids Menu	☒ Dessert Menu
	☒ Delivery Fees	☒ Happy Hour Prices and times/days	☒ Discounts/coupons	☒ Modifiers	☐ Table Layout
	☐ Void Reasons	☐ Job List	☐ Employee List		
Approximately what percentage of business is performed through	Counter Service 95 _____ %	Dine - In _____ %	Delivery 5 _____ %		

the following Order Types?	Bar _____ %	Catering _____ %	Tables _____ %
How many Full Service tables does the Merchant have?			
Is the Merchant serving alcohol?	Yes ☐	No ☒	

Merchant's Expectations	
What are the merchant's expectations regarding menu build, delivery and installation of their POS System, and training to begin using their system?	We expect flexibility and ease of use as our menu changes every week. We are currently operating using the clover system so we are flexible in opening and training.
Notes:	