SkyTab POS SetUp Form

Does every POS need a cash drawer?	Yes	✓	No	

Does merchant want Online Ordering?	Yes	✓	No	
If not how many?		✓		

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

Batching

What time would you like the terminal to batch? NOTE: this is in eastern standard time	12 pm

POS Account SetUp

Primary Contact Name who will handle POS Operation	Michael Johnson
Primary Contact Phone Number	615-615-8244
Primary Contact Email Address	Michael.j @ Pjnpub.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

	Yes	No
Is this the merchants first Shift 4 System?	✓	
Will merchant require Spanish Speaking Assistance		✓
Is merchant open for Business?	✓	

Only answers the following 7 questions if you select NO business is not open

1 - When is the expected open date for business?	Jan 2 2024
2 - Is Building Contruction Complete	yes
3 - When will contstruction be complete?	
4 - Have countertops been installed?	yes

5 - When will countertops be installed	
6 - Have all of the required permits and licenses been acquired?	Yes
7 - When will all the required permits and licenses be acquired?	

Does the merchant accept tips? *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.*	Yes ✓			No ☐	
When does the Merchant plan to have the system installed? *NOTE: This should be 2-3 weeks out at least*	Feb 10 2024				
Merchants Business Model? *(Describe your business model (ie, restaurant, bar, pizza delivery, clothing store, convenience store, etc)*	Restaurant / Bar				
How many of each type of staff does the merchant have per shift?	Cashiers: 1	Servers: 4	Drivers:	Hosts: 1	Bartenders: 2

Sales Tax Information

Primary Sales Tax	Rate: 9.75 %			
	Applied to: Everything			
	Included in the item price?	Yes ☐		No ✓
Additional Tax Information: *If more tax types are needed please let us know in the notes*	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?	Xfinity

Question	Response					
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) *A power strip can be used to ensure the number of outlets are available. A surge protector is recommended.*					
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?	*O*		*Menu of final y t f*			
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 _____ %	Dine - In _____ %	Delivery _____ %			

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?

Notes:

Tabel layout and menu haven't been finalized yet.