SkyTab POS SetUp Form

Back Due

Question	Yes	No
Does every POS need a cash drawer?	[X]	[ ]
Does merchant want Online Ordering?	[X]	[ ]
If not how many?		

Shipping

	DBA Address	Legal Address	Impact's Office
Where does the POS Need to be Shipped?	[X]		[X]

	Ground	Second Day	Next Day
Shipping Time Frame	[X]		
Per Base Package	$25.00	$51.50	$76.95
Per Additional Accessory	$11.00	$26	$39.00

POS Account SetUp

Batching

Question	Answer
What time would you like the terminal to batch? NOTE: this is in eastern standard time	10-Pm ET

Question	Answer
Primary Contact Name who will handle POS Operation	Antonio Martinez
Primary Contact Phone Number	901-458-9264
Primary Contact Email Address	antonio133@gmail.com

General Business Information

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
	[ ]	[ ]	[X]	[ ]

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

**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 completer?

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? *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*

5-7 weeks from 1/1/24

Merchants Business Model? *(Describe your business model (ie. restaurant, bar, pizza delivery, clothing store, convenience store, etc)*

Restaurant

How many of each type of staff does the merchant have per shift?

Cashiers:	Servers:	Drivers:	Hosts:	Bartenders:
/	4-@6	—	/	/

Sales Tax Information

Primary Sales Tax		
Rate: 9.75		
Applied to: food		
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: Liquor by the drink		
Rate: 15%		
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? Comcast

Question	Answer
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.

Question	Answer
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.

Question	Answer
Has the cabling already been installed?	Yes ☒ No ☐

SkyTab POS - POS System Set Up

Question	Answer
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 ☐		

Counter Service _____ %

Approximately what percentage of business is performed through

Dine - 84ín _____ %

Delivery _____ %

the following Order Types?

	Bar	Catering	Tables
	15 %	1 %	___ %

How many Full Service tables does the Merchant have? Can seat 140 guests

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?

8-9 weeks from 1/1/24

Import will import menu, install + train

Notes:

This location can seat 140 guests

1 POS w/cash drawer, printer, cc term

3 mobile devices

2 kitchen printers

Skytab referral person is Juan

$2K