

Proshop Tee Times - How to Rain Checks

To issue a rain check

- Right click on a players entry on the teesheet, then click on issue rain check. The tee time and cart types and amount will appear in the raincheck window.

RainCheck

Issue Date	<input type="text" value="3/16/2017 5:48:18 AM"/>	ID	<input type="text"/>
Tee Time	<input type="text" value="18 Hole Regular"/> ...	\$16.00	<input type="button" value="Prorate"/>
Cart	<input type="text" value="18 hole 1/2 cart"/> ...	\$11.00	
Player Name	<input type="text" value="Snider, Jay"/>		
Expires	<input type="text" value="6/14/2017"/>		
Redeemed	<input type="text"/>		
Notes	<input type="text"/>		

- Click on PRORATE button and enter the number of holes played and number of holes paid for.
- Click OK and a rain check receipt will print.

To redeem a rain check

1. Create a sale for a greens fee and/or cart as normal.
2. After entering the greens fee and / or cart, click on the blue APPLY RAIN CHECK button in the bottom right corner.
3. Enter the rain check number that printed on the original rain check receipt. If the customer does not have their rain check receipt.
4. A line will be added to the sale with a negative cost equaling the value of the rain check.
5. If the rain check does not cover the cost of today's round, then the customer will need to pay the difference.
6. If the raincheck has already been redeemed or has expired, the system will give you a message.
7. Complete the sale as normal

To view rain check history

1. Click on the SALES button
2. Click on RAIN CHECKS
3. You can click on the Contact column to sort by contact name.

Updated 3/16/17