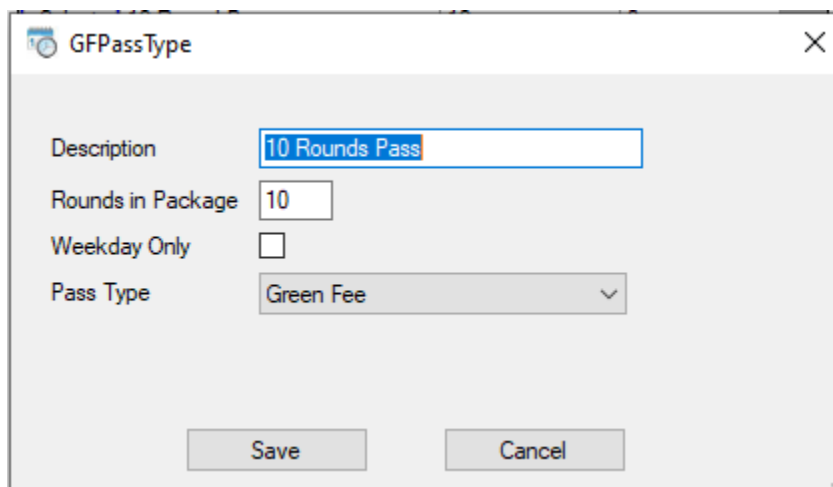


Proshop Tee Times - How To - Greens Fee Passes

Some courses sell packages of Greens Fee Passes, for example "10 -Pack Players Passes".

To add the different types of packages, go into the ADMIN menu and click on "MAINTAIN GREEN FEE PASS TYPES". Click on an existing package or click on ADD GF PASS TYPE.



The screenshot shows a dialog box titled "GFPassType" with a close button in the top right corner. The dialog contains the following fields and controls:

- Description:** A text input field containing "10 Rounds Pass".
- Rounds in Package:** A numeric input field containing "10".
- Weekday Only:** A checkbox that is currently unchecked.
- Pass Type:** A dropdown menu with "Green Fee" selected.
- Buttons:** "Save" and "Cancel" buttons are located at the bottom of the dialog.

Enter the description, number of passes in the package, and indicate if the passes are WEEKDAY ONLY or not. Finally, specify the Pass Type (Green Fee, Cart, or Range Bucket).

To make a pass sellable. Click on ITEMS and create a new item and select the associated pass type.

The screenshot shows a software window titled "Item" with the following fields and controls:

- Manufacturer:** A dropdown menu.
- Model:** A text input field.
- Description:** A text input field containing "10 Round Players Pass".
- Pref Vendor:** A text input field with a search icon.
- Cost:** A text input field with "\$0.00".
- Price:** A text input field with "\$490.00".
- Min Price:** A text input field with "\$0.00".
- MSRP:** A text input field with "\$0.00".
- Member Price:** A text input field with "\$392.00".
- On Hand:** A text input field with "0" and "Adjust" and "Receive" buttons.
- Reorder Qty:** A text input field with "0".
- Tax Rate:** A dropdown menu with "No Tax" selected.
- Price Includes Tax:** An unchecked checkbox.
- Inventory Item:** An unchecked checkbox.
- Active:** A checked checkbox.
- Tee Time:** An unchecked checkbox.
- Combo Item:** An unchecked checkbox with a "Sub-items" button.
- Loyalty Rewards:** An unchecked checkbox.
- Common Notes:** A text input field.
- Item Group:** A dropdown menu with "Players Passes" selected.
- Department:** A dropdown menu.
- Sub Dept:** A dropdown menu.
- Sub Category:** A dropdown menu.
- Item Color:** A "Set Item Color" button.
- Acct Group:** A dropdown menu with "Unknown" selected.
- Item Code:** A text input field with "1026" and an "Assign" button.
- Pass Type:** A dropdown menu with "10 Round Players Pass" selected, highlighted by a red box.

At the bottom of the window, there are buttons for "OK", "Cancel", "Include With on Sale", "Deplete Also", "Barcodes", "Copy Item", and "Item History".

Selling a pass. You sell a pass just like any other item. When you sell a pass, be sure to specify the customer purchasing the pass.

Line

Report Date 2/23/2017 Update Hotkeys

Server j94 Edit Items

Discount 0 Taxable Member

Notes

Customer Snider, Jay

Description	Qty	Unit Price
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Cancel Sale Sub Total

Save Pending Tax

Check Out Total

Status Pending Sale

Using a pass. To use a pass, you must setup a second item. This is typically called something like “Pass Round” or “Pass Bucket”. Using a pass item is the same as selling any other item. Change the PURCHASE WITH PASS to the pass type (Green Fee, Cart, or Range). Notice the Pass Type on the redemption item is NONE.

The screenshot shows a software interface for configuring an item. The item is named "Pass Round" and is set to cost \$0.00. The "Purchase with Pass" dropdown menu is set to "Green Fee". The "Pass Type" dropdown menu is set to "None".

Manufacturer		Item Group	Teetime
Model		Department	Lakeview
Description	Pass Round	Sub Dept	
Short Desc	Pass Round	Sub Category	
Pref Vendor		Item Color	Set Item Color
Cost	\$0.000	Price	\$0.00
MSRP	\$0.00	Member Price	\$0.00
On Hand	0.000	Emp Price	\$0.00
Reorder Qty	0	Acct Group	Green Fees
Tax Rate	No Tax	Item Code	39444
Tee Time	<input checked="" type="checkbox"/>	Pass Type	None
Combo Item	<input type="checkbox"/>	Image	Select Image
Active	<input checked="" type="checkbox"/>		Remove Image

Set the price to \$0.00.

When the person that purchased the passes checks in, sell him a PASS ITEM (and any other items). When you check out, the player will not be charged for the round, but the number of remaining passes will be decreased.

Checking remaining passes for a player. Go into contacts and select the contact, then click on GREEN FEE PASSES. This report shows passes purchases, quantity remaining and when they were used.

Contact

Contact Profile		Contact Groups	Picture
First Name	Jay	Round History Rpt	
Last Name	Snider	Green Fee Passes	
Phone			
Cell Phone	5025926413		

Reporting on all available passes. Go into REPORTS, then go to the POS REPORTS tab then click on GREEN FEE PASSES ACTIVE button.