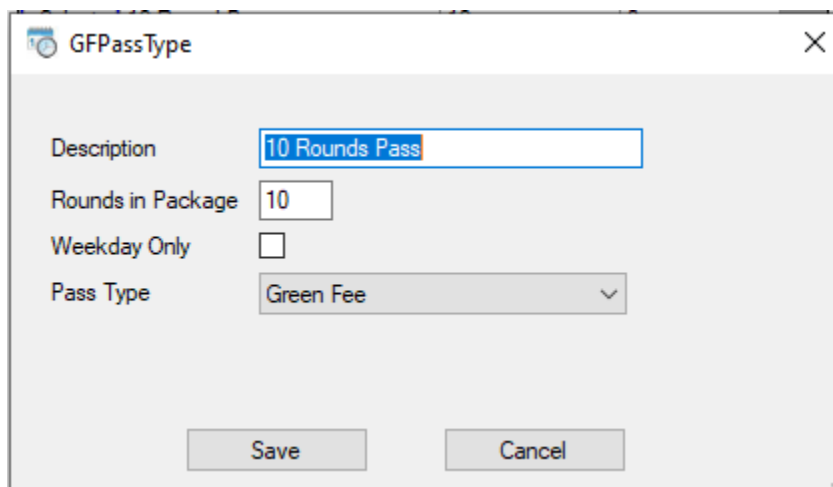Proshop Tee Times - How To - Greens Fee Passes

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.

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.

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.

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.

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

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