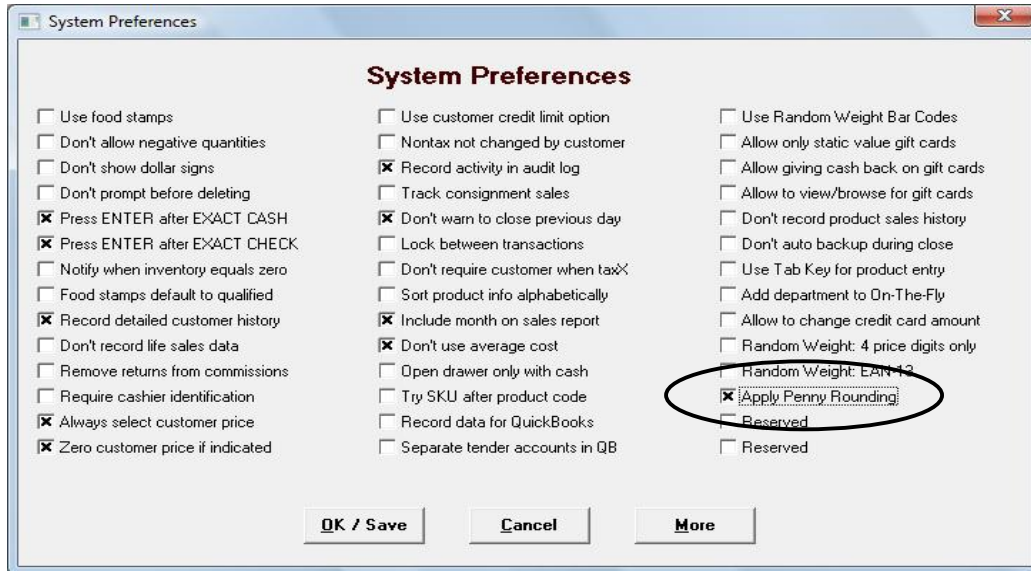
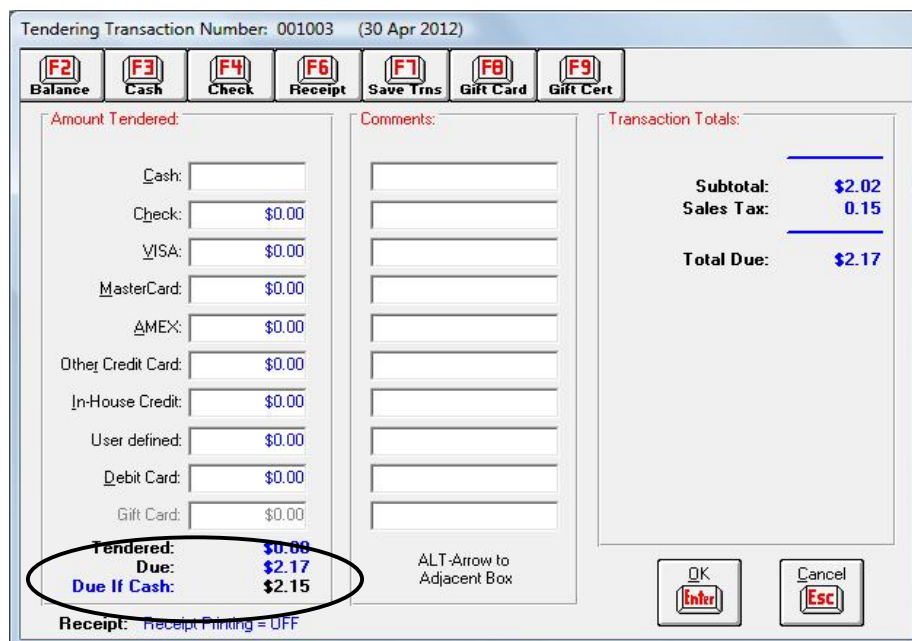


# Penny Rounding with Regit POS

Regit POS version 4.63 and above now supports Penny Rounding to the nearest 5 cents. To turn on the penny rounding feature enter the Regit Office and select **Setup**, then **System Setup**. Check the box **Apply Penny Rounding**, then **OK / Save**. If on the task bar, exit and re-enter the Regit Cash Register to pick up the new settings.

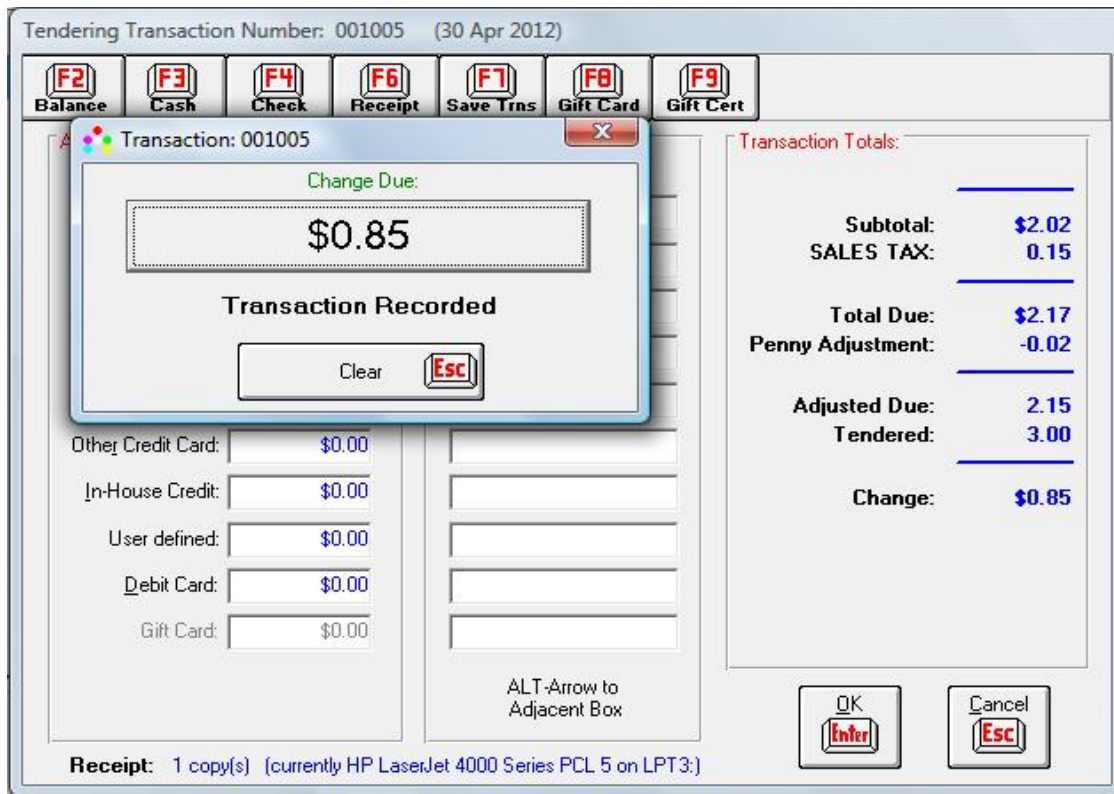


Once penny rounding has been activated the Tender Window will show both the amount due and the amount due if cash:



Amounts due ending in 1, 2, 6, or 7 will be rounded down while 3, 4, 8 or 9 will be rounded up. Rounding is to the nearest 0 or 5. Both the **Balance Button (F2)** and **Cash Button (F3)** will fill the cash tender box with the rounded amount (or remaining amount).

Upon completion, the Transaction Totals box will show any Penny Adjustments made (see below). Receipts will also reflect any Penny Adjustments made.



The master sales report will have a Penny Adjustments line showing the balance (plus or minus) of the rounded amounts for day, month, and year. The Drawer Totals will be correct (reflecting the rounded cash amounts).

## **Turning Off Penny Rounding**

If a customer has pennies and wishes to pay with them, you can turn off penny rounding for the current transaction by pressing the F1 function key.

