

How to Process the Gift Cards

1. Determine the value of the card

The customer can call **1 833-558-1108** or go to **www.getmybalance.com** for balance inquiries.



2. Is the transaction less than the balance of the gift card?

YES (business as usual!)

- Swipe the gift card as a **VISA CREDIT CARD transaction**, even if you have a gift card button.

NO (this becomes a split transaction)

- Swipe the gift card as a **VISA CREDIT CARD transaction** (even if you have a gift card button) for **only the amount available on the gift card**.
- Complete the sale with another payment option (cash / debit / credit)



GetMyBalance.com

DOWNTOWN
LONDON
BUSINESS ASSOCIATION