Micros & GLF. Connect

Instructor Manual



Contents

Payment Preferences	3
Processing a Lesson Package	4
Apply Package Credits to a Booking	8
Colour Guide on the Schedule for Private Lessons	10
Closing Out a Private Lesson	11
Colour guide on the Class Details Screen	15
Revenue & Delivered Amount for Classes	16
Class Setup Compliance	17
Pushing Class Revenue	18
Push Class Session Delivered Amount	23
Cancelling a Push	29
Linking Checks to Member Accounts	32

Payment Preferences

On activation of the Micros integration on a GLF. Connect system, you will see new payment preferences at checkout and via the schedule. These will be:

Pay via Credit Card or Cash

This payment preference is intended to be used when a member or guest intends to pay for their booking at the physical POS location, such as the golf shop. This payment preference will appear to both Members and Guests.

Package

This payment preference is intended to be used for members and guests who have a pre-purchased lesson package which has already been sent and closed out on Micros to sit on the general ledger and funds reside in the balance sheet. The package is available as lesson credits in the students account in GLF. and these credits can be applied to their students booking.

Pay Via Member Charge

This payment preference is for <u>Members ONLY</u>. It is intended to be used when a member is authorizing their member account to be charged for the relevant booking amount. When this is used, the POS user should NOT expect the member to come to the physical location to make payment.

• Pay Via Member Credit Book

This payment preference is for <u>Members ONLY</u>. It is intended to be used when a member is authorizing their credit book account to be charged for the relevant booking amount. When this is used, the POS user should NOT expect the member to come to the physical location to make payment. **NOTE: If Credit Book funds will not cover the balance due, the remaining balance will be Member Charged to the member account.**



Why are these titled payment preferences?

We are naming these options as payment preferences in this documentation as in GLF these options are just defining how the member or guest intends to pay for their booking. The actual payment processing occurs within Micros. This payment preference is important as it impacts when a transaction is pushed from GLF. and how the transaction displays on the check presentation screen in Micros.

Processing a Lesson Package

Processing a lesson package can be completed via the online Coaching Store on the GLF. Connect web/mobile web-based system. Select **Lesson Packages** in the menu or Store in the mobile apps:



• Step 1 - Select a Student

After selecting your lesson package, at the checkout stage you will need to select the member or guests account in GLF. Connect from the drop down list.

	Une	CKOUL	
0. Select Student			
Select Player or Add New			
Aaron Blinstrub			
1			
Add New Player			•
Aaron Blinstrub			
Aaron ELLIOTT Tracy			
Aaron McCaffity			
Aaron Shaw			
Abby Lauterbach			

Please Continue on the next page

• Step 2 - Push to Micros

Next select from one of the payment preferences at checkout outlined on Page 2 of this document. The option you choose here should be based on how the member or guest intends to pay for their lesson package as this will appear on the check presentation screen on Micros:

C	Pay via Credit Card or Cash () Golf Shop via the point of sale.
	Pay via Member Charge (i)
	Pay via Credit Book (i)
В	Back Continue
3.	Payment information
4	Confirm order

On confirming, the package will be pushed immediately to Micros and will appear on the Micros Transactions screen under 'Lesson Packages' tab:

Booking Transar	ctions Lesson Package Tran	Sub Paid via Micr	oscription Transactio	ons					
Student Name	Product Name	Coach	Purchase Date	Store Order No.	Amount	Payment Type	S Processed by	how 10 N	entries
Aaron Blinstrub	2 Month Bronze Program - 6 Hours	Brad McCollum	06/07/2023	73186	\$549.00	Pay via Credit Card or Cash	Brad McCollum		0

Step 3 - Close on Micros

To tender the check on Micros you will need to note the Payment Preference that is displayed on the check. This will be:

 Pay via Credit Card or Cash - You should expect the student to come into the Golf Shop to pay for the package and then charge out to credit card or cash:

01	119-Golf Shop 1	1	Default	Reta	Cancellad	Pre	sidents		All Day
Open Check	Services & Fees	Merchandise	Packages	F&B	Voucher	Member Experience	Misc	Functions	Pay
Member Lookup Apply Loyalty Programs	Blinstrub, Aaron/588 GLF. Connect Golf Package Buuda Cradit Carl or Name: Blinstrub, Aaron Benelit Code: EPORNC Account #: Z8H90	Default The 1/3 Crew 60100475 647/2033 12:00.04 549.00 *	Member Lookup Form	Ginstrub: Asron/S 1/1 GLF. Connect 10:20 AM	30 60102475 \$ 549.00	-	Select	Check	All Open Checks
Member Charge		~	Member Additional Info						
Credit Card CLOSE Credit Book Cash	Subtotal Tax Other Chg	0.00 0.00 549.00	Non Member						
Cancel/Sign Out	Remove	Quantity	Notes Modify	/ s	plit Barco	ode Entry	Send & Stay	Print	Send/Done

✓ Pay via Member Charge - You should not expect the member to come into the golf shop to pay and you should charge out to Member Charge.

			Individ	ual Package Re	demption 91.5	50			
Open Check	Services & Fees	Merchandise	Packages		Voucher	Member Experience	Misc	Functions	Pay
Apply Loyalty Programs	w, Aaron/58817/S/ De Connect Michael y via Member Charge ame: Shaw, Aaron enefit Code: EPORNG ccount #: OR013	fault 188,5/3 GST 0 6/7/2003 55 54 AM	Member Lookup Form	Shew Avron/58877/S 1/1 GLF. Connect 10:34 AM	60102477 \$ 549.00	-	Select	Check	All Open Checks
Member Charge		^							
Credit Card		~	Member Additional Info						
Credit Card CLOSE		•							
Credit Book		••	Non Member						
Cash Subto	otal r Chg Total I	0.00 0.00 549.00 Due : 549.00							
ancel/Sign Out	Remove	Quantity	Notes Modi	y Spli	t Barco	ode Entry	Send & Stay	Print	Send/Done

Pay Via Credit Book - You need to confirm funds are in credit book will cover payment, if funds <u>will not cover</u> payment, the outstanding amount will remain on check and will be closed to Member Charge or another closing method.

0	1119-Golf Shop 1		serauit	Rotal		Pres	idents		10ay
				Transaction C	ancelled				
Open Check	Services & Fees	Merchandise	Packages	F&B	Voucher	Member Experience	Misc		Pay
Member Lookup Apply Loyalty Programs	Blinstrub, Aaron/588 GLF. Connect Golf Package Parvia Cradit Book Name: Binstrub, Aaron Account #: Z8H90	Default 711.971 Green Goro er/2002 Lote MM S49.00 *	Member Lookup Form	1/1 GLF. Connect 10.40 AM	60102479 \$ 549.00	-	Select	Check	All Open Chiecks
Member Charge Credit Card AUTHORIZE		~	Member Additional Info						
Credit Card CLOSE Credit Book	Subtotal	0.00	Non Member						
Cash Cancel/Sign Out	Other Chg To Remove McCellum, Brid	549.00 ntal Due : 549.00 Quantity	Notes Modi	ry spi	it Barce	Online	Send & Stay	Print	Send/Done

Once the Package check is tendered out on the Micros this will reflect back in GLF. Connect after a short period. The status will be updated on the Micros Transactions Screen:

Booking Transac	ctions Lesson Package Trans	sactions Sub	oscription Transacti	ons					
Status Guide:	Pushed to Micros	Paid via Micr	ros						
							S	how 10	~ entries
Student Name	Product Name	Coach	Purchase Date	Store Order No.	Amount	Payment Type	Processed by	Push Status	Action
Aaron Blinstrub	2 Month Bronze Program - 6 Hours	Brad McCollum	06/07/2023	73186	\$549.00	Pay via Credit Card or Cash	Brad McCollum		•

The package will then be deposited into the students GLF. Connect account which can be used on future lesson bookings. In the example below the students has purchased a package of 6×1 Hour Lessons at a price of \$549.00 which has then deposited 360 instructoring credits into their account:

AC	CADEMY CREE	DITS					1		
T	e.g. Name	Q		*	DEACTIVATED CR		EW USED CREI	DITS 🛃	XPORT
Вι	ulk Deactivate 🗸 AC	TION					Sh	iow 10 ~	entries
	Active Credits	Active Subscriptions							
	Player	Email	Package Name	Purchase Date	Expiry Date	Coach	Lesson Credits	Balance	Action
	Aaron Blinstrub	invitedtraining@training.com	2 Month Bronze Program - 6 Hours	05/04/2023	07/04/2023	Brad McCollum	360	300.00	•
Sho	owing 1 to 1 of 1 entri	ies					PR	REV 1	NEXT

IMPORTANT

- For all of these payment preferences, the lesson package will be sent to the Micros POS system immediately.
- Lesson credits for the package and any confirmation e-mails relating to the purchase will not be sent until the transactions has been closed on Micros.
- Until the transaction is closed on micros, the students package credits will not be able to be applied to a booking in the schedule/booking system.
- If a Lesson Package has been sent incorrectly. It is vital that the push is cancelled from the Micros Transaction Screen in GLF.

Applying Package Credits to a Booking

Once a lesson package has been deposited into the member or guests account on GLF. Connect, these lesson credits can then be applied to private lessons in the booking system or in the schedule:

• Step 1 - Select Package Payment Methods

At the checkout stage on the web or mobile apps, select the option 'Package' from the payment preferences:

1.				10:37	СНЕСКОИТ	.ni 56 🖽
PLI	EASE SEI	ECT YOUR PAYMENT METHOD:		& COA	CH: Brad McCollum	
C) 🏫 Pa	via Credit Card or Cash ①		Private Le	sson: \$100.00 ♂ y 03 , 2023 - 60 MINUTES 08:30	
•	Pa	kage ()		Aarr Citib ZBH Phone	n McCaffity Member Number: 25-01	6
) 💄 Pa	via Member Charge 🛈		Invedtraini Discoure Select Paym Select Paym	g@training.com	
C	Pa	via Credit Book 🛈		Cancel	SELECT PAYMENT	Done
PLE CON	ASE SELEC	T THE LESSON PACKAGE BELOW. SELEC IR BOOKING BY SELECTING CONFIRM BO	T THE RADIO ICON AND OKING.		Pay via Credit Card or Cas Package Pay via Member Charge Pay via Credit Book	h

Step 2 - Apply Credits to the Booking

The lessons package that exists on the member or students accounts will populate and can be selected by choosing the circle icon to the left hand side of the package on the web. The package will appear as a pop up after selecting this payment preference. In the example of lesson credit minutes, the member or guest needs to have enough lessons credits in their account to cover the lesson duration. So for example, a 60 minute lesson will require a minimum of 60 lesson credits in the students account to complete the booking.

PLEA COMF	SE SELECT THE PLETE YOUR BO	LESSON PACKA OKING BY SELE	AGE BELOW. SELECT TH CTING CONFIRM BOOKII	E RADIO ICOI Ng.	N AND	10:37 App Store Package Brad McCollum Package code	лі БО 🖬 9 Selection 🛛 💘 🚍 С ННУЭ5ВНИНЕСХСРІР
	LESSON TYPE	COACH NAME	CREDIT CODE	TOTAL CREDITS	REMAINING CREDITS	Lesson Type 600.00 Total Credits	Private Lesso 540.00 Remaining Credits
	PRIVATE LESSON	BRAD MCCOLLUM	HHY95BHHHEGXCP1P6	600.00	600.00		
						SELECT	PACKAGE
						CL	.OSE

Step 3: After completing the booking, the lesson will be processed and successfully added to the schedule. It will appear as Red (Pending Push) and can then be pushed on the day of delivery from the lesson start time:



At the point of completing the booking, the lesson credits are deducted from the students account on GLF. Connect, we can see in the example below 60 credits have been deducted from the students accounts and this is visible in the Academy Credits screen:

Active Credits	Active Subscriptions							
Player	Email	Package Name	Purchase Date	Expiry Date	Coach	Lesson Credits	Balance	Action
Aaron Blinstrub	invitedtraining@training.com	2 Month Bronze Program - 6 Hours	06/07/2023	08/07/2023	Brad McCollum	360	300.00	•

IMPORTANT

- The price of the booking will be calculated based on the lesson package creation in the store.
- The booking needs to be pushed to Micros on or after the day of delivery for the funds to be deducted from the general ledger.

Color Guide on the Schedule for Private Lessons

On the schedule view on both the web and app, the color guide has been updated to help you identify the payment statuses of private lessons in relation to Micros. On the schedule view you will see three colors:



Red / Pending Push:

These are private lessons which have not yet been pushed to Micros across all payment preferences. Lessons can only be pushed from the start time of the lessons and you are responsible for pushing a transaction to Micros.



Orange / Pushed to Micros:

These are private lessons which have been pushed to Micros POS but the transaction has not yet been closed out. You cannot make any changes to this transaction in GLF. However users with manager rights can cancel the push.



Green / Closed on Micros:

These are private lessons which have been closed out on the Micros POS and GLF. has retrieved this status. You cannot make any changes to this transaction on GLF. once it has been closed.



Closing Out a Private Lesson

It is your responsibility to push a private lesson transaction from GLF using the correct payment preference once it has been delivered. Before pushing a transaction from GLF. we recommend you check the following:

- Is the payment preference for the lesson correct? This will appear on the check presentation on Micros. It can be amended from the schedule.
- Is the price of the transaction correct? This will be the transaction amount sent to Micros.
- Is the booking filter correct? This is vital for accurate reporting and reconciliation in GLF.
- **Is the duration of the booking correct?** This is vital for accurate reporting and reconciliation in GLF.

Once you have checked the information about for the specific transaction, you can push to Micros from the web based system or mobile apps:

Step 1 - Close and Push

From the Lesson Details Screen and the Student Appointment screen on the mobile apps you can select the button 'Close and Push':

		Payment Status: • Pending Push
Student Name: Elisa Botha Lesson Date: 6/7/2023	Mobile : Payment Type : Pay Via Credit Book	Aaron Blinstrub
Lesson Start Time: 14:00 Lesson End Time: 15:00	Payment Status: Pending Push Price: \$100.00	START END Jun 07 2023 16:00 Jun 07 2023 17:00
Lesson Booked On: 6/7/2023	Checked In:	Checked In
CLOSE & PUSH MOVE LESSON DELETE	E LESSON CHANGE PAYMENT TYPE CHANGE DURATION	ON View Media
		Move
	15:00 - 16:00	Delete
	Aaron biinsirub	CLOSE & PUSH TO MICROS

Please Continue on the next page

If the push is successful, you will see a success alert and the booking will turn orange on the schedule view. It is at this point, that you cannot amend the booking and the transaction will need to be closed on Micros by the POS user.

Lesson Price	10:30	
Pay via Credit Card	Aaror	McCaffity
	11:00	
Booking Pushed		
The booking has been successfully pushed to Micros.		
been updated.	12:00	
Ok		
Change Payment Type		

Step 3 - Close Out on Micros

To tender the check on Micros you will need to note the Payment Preference that is displayed on the check. This will be:

- **Pay via Credit Card or Cash** You should expect the student to come into the Golf Shop to pay for the lesson and charge out to credit card or cash.
- **Pay via Member Charge** You should not expect the member to come into the golf shop to pay and you should charge out to Member Charge.
- **Pay Via Credit Book** You need to confirm funds are in credit book will cover payment, if funds will not cover payment, the outstanding amount will remain on check and will be closed to Member Charge or another closing method.



• **Pay Via Package** - Lessons tied to a package have already been charged to the member/ guest and therefore the process is different whereby the funds need to be deducted from the Package Redemption Ledger. A lesson tied to a lesson package will appear on the check presentation as 'Package':



Move to the 'Pay' tab at the top of the POS. Select 'other payments' blue tab on the right. Select 'Package' Redemption to close the check to the package funds balance sheet account where funds were previous deposited when the lesson package was original purchased:

0	1119-Golf Shop 1		Default	Re	tall	Presid	ents	All Day.				
Open Check	: Services & Fees	Merchandise	Packages	F&B	Voucher	Member Experience	Misc	Functions	Pay			
Member Lookup	Blinstrub, Aaron/15: D GLF. Connect 1 Player Development 1 - McCollum Package	Default TBL 3/3 CHK 60102476 GST 0 G7/2023 8029 AM Brad 91.50 * 1	Active Ideal Go Will reduce gues amount and ten to balan	olfer Coupons – st rate to coupon ider that portion ce sheet.	Misce	e In One	Expired Ide Will give Go certific	eal Golfer Coupons – uest the value of the cate toward the anied quest rate and	Main Gift Cards/ Credit Book			
Apply Loyalty Programs	Name: Blinstrub, Aaron Benefit Code: EPORNG Account #: Z8H90		ACTIVE Ideal	Golfer Coupons	Golf Club Tr Associatio	rade In/Trade Up m/League Fees	tender this p sheet. G remainir	portion to the balance uest should pay the ng value of GF/CF.	Prophetlin Gift Certificate			
Member		_	\$32 Ideal Golfer		Gr	roupon	EXPIRED	EXPIRED Ideal Golfer Coupons			EXPIRED Ideal Golfer Coupons	
Charge			\$35 Ideal Golfer		Tra	ivel Zoo	EXPIR	EXPIRED \$29 Ideal Golfer				
Credit Card AUTHORIZE		~	\$37 Ideal Golfer \$39 Ideal Golfer		Charity Classic Tender		EXPIF	ED \$35 Ideal Golfer	(Golf)			
Credit Card CLOSE		-	\$45 Ideal Golfer		The final step w to process the	vill be for the Clu redemption of th	e EXPIR	ED \$39 Ideal Golfer	Tax Exemption			
Credit		••	\$49 Ideal Golfer		voucher throug Merch	gh the IdealGolfe nant Site	EXPIR	ED \$45 Ideal Golfer]			
Cash	Subtotal	91.50	\$59 Ideal Golfer		Package Redemption	n Pay From Balance Sheet Account	EXPIR	EXPIRED \$49 Ideal Golfer				
Cancel/Sign Out	Remove	otal Due : 91.50	Notes	Modify	Split Barc	ode Entry S	end & Stay	Print S	end/Done			
	McCollum, Brad		6/7/2023 10:32	:04.AM		Online		Online				

After the check is tendered on Micros, the status will then be updated on GLF. to close on Micros (Green). This will update on the schedule:



The status will be updated on the Micros Transaction screen:

Aaron Blinstrub	Lesson	\$91.50	Package	Non Deferred Transaction	185000237	06/07/2023	06/07/2023	٠	•	
			Pay via Credit Card or	Non Deferred				-	-	

IMPORTANT

- If you are unable to push a transaction successfully, please check with your Manager user that the Instructor SKU numbers have been setup correctly
- Private lesson transactions can only be pushed from the start time of the lesson on the day of delivery
- Private Lesson transactions can be pushed after the day of delivery but SOP for this should be discussed with your manager.
- The push to micros can be cancelled by Manager users from the Micros transactions screen and on the mobiles apps by instructores
- Once a Private lesson is closed on Micros updates cannot be made to the booking in GLF.

Color Guide on the Class Details Screen

On the class details screen on the web or mobile apps, a color guide has been implemented to help you identify the micros payment status of GLF. Connect class bookings.



Red / Pending Push:

These are class revenue or class sessions which have not yet been pushed to Micros across all payment preferences. Revenue for a class can be pushed to Micros at any time but is required to be pushed and closed prior to pushing the delivered amount. Class session delivered amounts can only be pushed from the start time of the class session and you are responsible for pushing a transaction to Micros.



Orange / Pushed to Micros:

These are class revenue or class sessions which have been pushed to Micros POS but the transaction has not yet been closed out. You cannot make any changes to this transaction in GLF however users with manager access can cancel the push the web and instructores can complete this on the Mobile



Green / Closed on Micros:

These are class revenue or class sessions which have been closed out on the Micros POS and GLF. has retrieved this status. You cannot make any changes to this transaction on GLF. once it has been closed.

	invitedmicrost	raining.glfconnect.cor	n/Proshop/II	ndex_NBS#						ው 🖞 🛣	
CL	ASS DE	TAILS - Total	Numb	er of Atte	ndees:	3					×
5	Send Message t	o Attendees Atter	ndees ~							Export Atte	ndee
Pu	ish Revenue	~ Action				Status (Guide: 🔴 Pendii	ng Push 🛛 🛑 F	Pushed To Micros	Paid Via	Micros
	Player Name	Player Email	Mobile No	Booked Date	Amount Paid	Payment Type	Revenue Push Status	Payment Date	Delivered Push Status	Checked	Actio
											Actio
	Amanda Zellner	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Credit Book	•	06/08/2023	•	0	



Revenue & Delivered Amount for Classes

For class transactions in GLF. there are two steps that are important to understand in relation to transactions being pushed to micros:

Class Revenue

This is the amount that is to be paid by the member or guest when registering for the class:

- The revenue is required to be pushed to Micros ahead of the first class session or on the day of delivery.
- A GLF. user is responsible for pushing the revenue, this will not be pushed automatically.
- Revenue can be pushed to Micros at any time regardless of the payment preference by a instructor, manager or Pro Shop user. Instructors can complete this process on the mobile apps.

Class Session Delivered

This is the amount related to each class session and is also split according to the number of instructors delivering a class session and how revenue is assigned to departments in the class builder:

- The class session delivered amount can only be pushed to Micros from the class start time on the day of delivery.
- Class session delivered amounts can only be pushed to micros when revenue is Paid via Micros (Green)
- The percentage assigned to each instructor delivering a class session for the Golf Programming department allocation will be pushed to micros in a single check
- Class delivered checks will not be sent with the specific unique member identifier in the check but will display the members name
- When a prortion of the revenue is assigned to Food and Beverage for a class a separate check tied to the F & B SKU will be sent



16 of 33

Class Setup Compliance

It is vital that classes are setup correctly prior to transactions being pushed to the Micros POS from GLF. Connect. As is discussed in the Instructor SOP Manual there are two steps in relation to classes, including pushing the initial revenue when the class place is to be booked and paid, and pushing the delivered amounts when each session within the class is delivered.

You team is responsible for ensuring full compliance with how classes are setup in the GLF. Connect system and that the amounts assigned for the class place and how each class session delivered is being paid out to instructors is accurate. We have detailed below some important compliance steps below:

- Instructors need to ensure that each class is built correctly into GLF. Connect, including ensuring the number of sessions within the class is added to the schedule and the price of the class is setup as per how it is marketed to your members/ guests.
- ☑Only instructors that are delivering class sessions should be assigned to each class session at Step 3 of the class builder.
- The length of the class session that is being delivered should be inputted accurately into GLF. Connect to reflect the actual length of class that is being delivered to your members and guests
- When students register for the class, they should be added to the specific class they are attending and inputted at the correct price that they are paying for their class place
- ✓Instructors need to ensure that the pro rota function is enabled when building a class if they are allowing students to book onto classes when class sessions have already been delivered i.e attending from session 2 if session one has already been delivered. The GLF. Connect system will automatically calculate the price and add students to the sessions they are attending
- ✓Prior to pushing the revenue, instructors need to ensure that the price the member or guest is paying is accurate and make any adjustments prior to the push if you are amending the price of the booking and how the price may be split across Golf Programming and Food and Beverage Departments.
- It is best practice to push the revenue for a class on the day of the first session. This will help to avoid any instances of refunds needing to be given in exceptional circumstances.
- When instructors deliver a class session, you should push the delivered amount for each student if they attend the class.
- Prior to pushing the delivered amounts, it is vital instructors ensure that the revenue for the class session is assigned correctly to the instructors delivering the class session at Step 3 of the Class Builder using the percentage option. Revenue can be assigned as follows:
 - **Percentage Amount** This should be used when class sessions are being delivered by a single or multiple instructors and when each instructor is receiving a percentage split of the revenue generated. The percentages assigned should add up to 100%.

Instructors should only push the delivered amounts when a class session has been delivered

☑Once class revenue is pushed, you cannot delete class sessions and if a refund is absolutely necessary please contact the relevant support teams.

Pushing Class Revenue

It is your responsibility to push class session revenue for all payment preferences. Class Revenue is required to be pushed and closed on Micros before pushing the delivered amount.

In the image below we can see that the revenue for three of the students and across all payment preferences are required to be pushed and the delivered push status is therefore red for the class session and any subsequent sessions:

	Devin Stine	invitedtraining@trai ni	06/09/2023	\$100.00	Pay via Credit Book	٠		٠	•
	Jasmine Lance	invitedtraining@trai ni	06/08/2023	\$100.00	Pay via Credit Card or Cash	•	06/08/2023	•	•
	Jonathan Fralick	invitedtraining@trai ni	06/09/2023	\$100.00	Pay via Credit Card or Cash	٠		٠	•
	Nicolas Escobar	invitedtraining@trai ni	06/09/2023	\$100.00	Pay via Member Charge	•		•	•
Cla	ass Name: Hal ach: Brad Mc(f Day Golf School - Thur Collum	sday June 8th @ 2p	om	Program Ty Date: 6/8/2	vpe: Clinics 023			

Before pushing class revenue to Micros we recommend you check the following:

- Is the price of the class booking correct? This will be the transaction amount sent to Micros.
- Is F and B assigned to the class price? If you are running a class where Food and Beverage is taking a proportion of the class price you need to ensure this allocated in the class builder.
- Is the booking filter correct? This is vital for accurate reporting and reconciliation in GLF.
- **Is the payment preference correct?** This will appear on the transactions and instruct the POS on the charging method.

Once you have checked the information above for the specific transaction, you can push to class revenue to micros from the web based system or mobile apps.

Please Continue on the next page.

Step 1:

From the class details screen (on the web) or the class appointment screen on the Mobile apps, select the student(s) you require:

• Selecting a Single Student:

You can select the Push Revenue option in the action icon for any student where the micros payment status is red (Pending Push) or select the student from the Class Attendees tab on the mobile Apps and select the checkbox next to the student:



Selecting Multiple Students:

You can select the checkbox to the left hand side of each student and then select Push Revenue from the drop down selection for any student where the Micros payment status is red (Pending Push) or select multiple students using the checkbox from the Class Attendees tab on the mobile Apps as shown above:

PL	Send Message to Att	endees Attendees	š ~			
	Player Name	Player Email	Mobile No	Booked Date	Amount Paid	ł
	Aaron McCaffity	invitedtraining@trai ni		05/03/2023	\$150.00	F
	Adam Gaudet	invitedtraining@trai ni		05/03/2023	\$150.00	Pa
	Cameron Greenwood	invitedtraining@trai ni		05/03/2023	\$150.00	Pa
		in dia divalala a Otral				

Step 2:

If the push is successful, you will see a success alert and the revenue push status will turn orange on the class details/appointment screen. It will also show on the Micros Transactions screen under the booking Transactions Tab as deferred revenue.

If you make any errors in the class revenue transaction then it the best practice procedure to 'Cancel the Push' from the Micros Transaction screen or via the Mobile Apps for instructors.



Please Continue on the next page.

Step 3 - Close out on Micros

To tender the check on Micros you will need to note the Payment Preference that is displayed on the check. The check will automatically be assigned to the Golf Package tender to sit on the general ledger. This payment preferences will be:

- Pay via Credit Card or Cash You should expect the student to come in the Golf Shop to pay for the class and charge out to credit card or cash.
- **Pay via Member Charge** You should not expect the member to come into the golf shop to pay for the class and you should charge out to Member Charge.
- **Pay Via Credit Book** You need to confirm funds are in credit book will cover payment, if funds will not cover payment, the outstanding amount will remain on check and will be closed to Member Charge or another closing method.



Once the check is tendered out Micros, this will reflect back into GLF. As paid via Micros (Green) on the micros Transactions screen and on the Class Details Screen (web) and Class Appointment screen on the mobile apps:

	Player Name	Player Email	Mobile No	Booked Date	Amount Paid	Payment Type	Revenue Push Status	Paymer Date	16:11
	Alex Johnson	invitedtraining@trai ni		06/08/2023	\$100.00	Pay via Member Charge		06/08/20	Coaches (1) Coach Brad McCollum Class: Half Day Golf School - Thursday June 8th
	Benjamin Lawing	invitedtraining@trai ni		06/08/2023	\$100.00	Pay via Credit Book		06/08/20	Class Attendees Class Sessions Search Attendees Q
	Devin Stine	invitedtraining@trai ni		06/09/2023	\$100.00	Pay via Credit Book	•		A Jasmine Lance
	Jasmine Lance	invitedtraining@trai ni		06/08/2023	\$100.00	Pay via Credit Card or Cash		06/08/20	Micros Transaction I.D: Lance, Jasmine/592934/C/ 2023-06-08
	Jonathan Fralick	invitedtraining@trai ni		06/09/2023	\$100.00	Pay via Credit Card or Cash	•		Revenue Push Status • Payment Type Pay via Credit Card or Cash
	Nicolas Escobar	invitedtraining@trai ni		06/09/2023	\$100.00	Pay via Member Charge	•		Micros Transaction I.D:
~						· · · · · ·	All 1		

Please Continue on the next page.

IMPORTANT

- If you are unable to push a transaction successfully, please check with your Manager user that the Instructor SKU numbers have been setup correctly
- It is your responsibility to push a class revenue amount for all class types, students and for all payment preferences
- Class delivered amount cannot be pushed if revenue is assigned to Non Instructoring Revenue in the class builder.

Push Class Session Delivered Amount

It is your responsibility to push the delivered amount for each class session that is delivered for each student. This is vital step to ensure that your GLF. Connect system accurately reflects the class sessions that have been delivered for each student so that the revenue can be realized from the general ledger.

There are some important points to note here:

- Delivered amount for classes can only be pushed on a session by session basis.
- Delivered amount for classes can only be pushed when the Revenue has been pushed and closed on Micros.
- Delivered amount for classes can only be pushed for each sessions on the day of delivery and from the start time of the lesson.
- If multiple instructors are delivering a class session, the delivered amount will be sent as a single check based on the split assigned in the class builder in GLF.
- Any proportion of the revenue assigned to Food and Beverage will be sent as a separate check to the F and B SKU

In the example below, we can see that the revenue has been closed on Micros and updated in GLF. The delivered amount for the session is yet to be pushed to Micros:

S	end Message to	o Attendees Atten	ndees ~							Export Atte	ndee
Pu	sh Revenue	Action				Status G	Guide: 🔴 Pendi	ing Push 🛑 F	Pushed To Micros	Paid Via	Micros
	Player Name	Player Email	Mobile No	Booked Date	Amount Paid	Payment Type	Revenue Push Status	Payment Date	Delivered Push Status	Checked In	Actio
	Amanda Zellner	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Credit Book	•	06/08/2023	٠		8
	Ben Verel	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Member Charge	•	06/08/2023	•		8
	Jason Aster	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Credit Card or Cash		06/08/2023	٠		
la	ss Name: Gar	ne On Step 1 - Thu	rsday Jun	e 8th @ 6pm		Program 1	Type: Game On Le	earner Program			
Coa	ach: Brad Mc(Collum				Date: 6/15	5/2023				
Star	rt Time: 18:00					End Time:	19:30				
)es	cription: Gam	e On Step 1 - Thurs	sday June	8th @ 6pm							

To close a class session for single or multiple students follow the steps below:

• Step 1:

From the class details screen (on the web) or the class appointment screen (mobile apps), select the student you require:

• Selecting a Single Student:

You can select the 'Close and Push' option in the action icon for any student where the micros payment status is Green (Paid via Micros). This is the revenue which has already been pushed and closed:

	Send Message t	to Attendees Atter	ndees ~							Export Atte	ndee
Pu	ish Revenue	~ Action				Status	Guide: 🔴 Pendi	ing Push 🔴 P	ushed To Micros	Paid Via	Micros
	Player Name	Player Email	Mobile No	Booked Date	Amount Paid	Payment Type	Revenue Push Status	Payment Date	Delivered Push Status	Checked In	Action
	Amanda Zellner	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Credit Book	٠	06/08/2023	Resche	dule	8
	Ben Verel	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Member Charge	•	06/08/2023	Internal	l Notes n Notes	₿
	Jason Aster	invitedtraining@trai ni		06/08/2023	\$200.00	Pay via Credit Card or Cash	٠	06/08/2023	Close 8	k Push	8
Cla	iss Name: Ga	me On Step 1 - Thu	rsday Jur	e 8th @ 6pm		Program	Type: Game On Le	earner Program			
Co	ach: Brad Mc	Collum				Date: 6/1	5/2023				
Sta	urt Time: 18:00)				End Time	: 19:30				
De	scription: Gan	ne On Step 1 - Thur	sday June	e 8th @ 6pm							

On the mobile app, you can select the 'Class Sessions' tab on the class appointment screen. From here, you should select the session you require to see a list of students. You can then select single or multiple students in the class:

Class Dataila		Class Details	
Class Details		Class Details	C.
Coaches (1)		Coaches (1)	
Coach Brad McCollum Class: Game On Step 1 - Thursday Class Attendees	June 8th @ 6pm	Brad McCollum Session 2 Fri Jun 09, 2023	
Session 1	30 >	Search Attendees	٩
Session 2	>	Amanda Zellner	>
		Revenue Push Status Delive	ered Push Status
Session 3	30 >	Micros Transaction I.D:	
Session 4	30 >	Ben Verel	>
		Revenue Push Status Delive	ered Push Status
		Micros Transaction I.D:	
		Jason Aster	>
		Revenue Push Status Delive	ered Push Status
		CLOSE & PUSH TO MI	CROS

• Selecting Multiple Students:

You can select the checkbox to the left hand side of each student and then select 'Close and Push' from the drop down selection for any student where the Micros payment status Green (Paid via Micros). You can also select multiple students on the class session screen on the Mobile Apps per the above steps:



• Step 2:

If the push is successful, you will see a success alert and the delivered push status will turn orange on the class details/appointment screen and on the Micros Transactions Screen. It is at this point, that you cannot amend the booking and the transaction will need to be closed on Micros by the POS user to deduct the funds from the general ledger.

				<	Class Details	
al Numb	er of At	tendees: 4	-	Coaches (1)		
tendees ~			iding Push 🔴 P	Brad McCo Session 2 Fri Jun 09, 20 Sean	Jlum 23	ta
il No	e Boc Da	Push Successful! The booking has been pushed to	h Payment Date	Micro The bo	Booking Pushed whing has been successfull pushed to Micros. The booking status has been updated. Ok	ly tat
®tra	05/03	Micros successfully and the status has been updated.	05/03/2023	Micros Transacti	on I.D:	
®tra	05/03	ОК		Revenue Push	Status Delivered Po	ush Sta
@tra				010		

If you make any errors in the class revenue transaction then it the best practice procedure to 'Cancel the Push' from the Micros Transaction screen or via the Mobile Apps for instructors.

Step 3 - Close out on Micros

Class sessions that are delivered are tied to the Class Revenue which has already been charged to the member/guest. The funds need to be deducted from the Balance Sheet Account. A class session delivered amount for each student will appear on the check presentation as 'Pay from Balance Sheet':



A single check will appear on the check presentation for each student even when there may be multiple checks for each student if multiple instructors have delivered the class session. In the example below a single check has been sent for the Student with each instructor assigned as 50% of the revenue.

C	1119-Golf Shop 1		Default	Retail						
		1		Pick Up Check	60100068					
Open Chec	k Services & Fees	Merchandise	Packages	F&B	Voucher					
lember ookup Apply Loyalty rograms lember Charge	Abee, Lisa/283481/C/ Dr GLF. Connect 1 Standardized Program 1 - Brad Pay from Balance Sheet Ac 1 Standardized Program A Andrew Pay from Balance Sheet Ac	efault TEL:// CHK 60100065 50.00 * 1 ccount 50.00 * 1	Member Lookup Form	Abee Lis3/203481/ 1/1 GLF. Connect 9:07 AM	60 60100068 \$ 100.00					
redit Card JTHORIZE redit Card CLOSE		× •	Member Additional Info							

Please Continue on the next page.

Move to the 'Pay' tab at the top of the POS. Select 'other payments' blue tab on the right. Select 'Pay from Balance Sheet Account' to close the check to the balance sheet account where funds were previous deposited when the class revenue was original purchased:

0.	1119-Golf Shop 1		Default	R	vice	Presi	lents	All Day	
Open Check	< Services & Fees	Merchandise	Packages	F & B	Voucher	Member Experience	Misc	Functions	Рау
Member Lookup	Johnson, Alex/594246 D GLF. Connect 1 Standardized Program 1 - Brad	efault TBL 1/1 CHK 6010257: 6/9/2023 9:14 AM 25.00 * 1	Active Ideal Gol Will reduce guest amount and tend to balance	fer Coupons – rate to coupon ler that portion e sheet.	Misce	e In One	Expired Ide Will give Gu certific	eal Golfer Coupons – uest the value of the cate toward the	Main Gift Cards/ Credit Book
Apply Loyalty Programs	Pay from Balance Sheet Ad Name: Johnson, Alex Benefit Code: EPORNG Account #: Z8953	- Count	ACTIVE Ideal G	olfer Coupons	Golf Club Tr Associatio	ade In/Trade Up n/League Fees	tender this p sheet. Gu remainin	anied guest rate and portion to the balanc uest should pay the ng value of GF/CF.	e Prophetline Gift Certificates
Member			\$32 Ideal Golfer		Gr	oupon	EXPIRED	Ideal Golfer Coupons	Old Gift Car IBS Gift Certificates
Charge		^ -	\$35 Ideal Golfer		Tra	vel Zoo	EXPIR	ED \$29 Ideal Golfer	Other Payments
Credit Card AUTHORIZE		× -	\$37 Ideal Golfer		Charity C	lassic Tender	EXPIR	ED \$35 Ideal Golfer	Discounts (Golf)
Credit Card CLOSE		-	\$45 Ideal Golfer		The final step v	vill be for the Clu redemption of th	b EXPIR	ED \$39 Ideal Golfer	Tax Exemption
Credit Book			\$49 Ideal Golfer		voucher throug Merch	gh the IdealGolfe ant Site	EXPIR	ED \$45 Ideal Golfer	
Cash	Subtotal Tax	25.00 0.00	\$59 Ideal Golfer		Package Redemption	Pay From Balance Sheet Account	EXPIR	ED \$49 Ideal Golfer	-
Cancel/Sign Out	Remove	al Due : 25.00 Quantity	Notes	Modify	Split Barc	ode Entry	Send & Stay	Print	Send/Done
	McCollum, Brad		6/9/2023 9:15:50	DAM		Online		Online	

Closing a Food and Beverage Check

When a proportion of the class price and thus the revenue generated for a class session is assigned to Food and Beverage, a separate check will be also be sent for the value assigned. When the checks hits the POS this will be assigned to Camp F and B on the check presentation screen. Importantly the amount sent across will be the net value allowing the appropriate sales tax to be added automatically to the check to make up to the gross amount.

The POS user should follow the guidance on the check and Pay from the Balance Sheet as per the guidance above:



Cancelling a Push

To resolve instances where a transaction has been pushed to Micros incorrectly there is option to 'Cancel the Push'.

Cancelling a Push on the Web

On the web this functionality is available from the Micros Transactions Screen on the web. This is only available when transactions have been pushed (Orange) but have not yet been closed on Micros.

After finding the transactions within the specific tab, navigate to the action menu icon on the right hand side of each transaction row and select 'Cancel Push':



In order to Cancel the push of a specific transaction, the check should be visible on the Check Presentation Screen and not an open check. If the check is open then an error message will appear on GLF. When attempting to cancel:

SACT Lesso Pushed ti	Schedule IONS	Reports -	Booking Admin a	s micros transaction. ot a live active check ation area on the POS	Students ¥ Please make in the check S.	Store Admin	Emails - r By: - Se
king)	Amount	Payme	nt Type	Transaction Type	SKU	Booked Date	Push Date
on	\$100.00	Pay via Cr	edit Card or	Non Deferred	185000237	06/07/2023	06/07/2028

The check should appear as per the below image in order for it to be cancelled:



After selecting the option to 'Cancel the Push', a success message should appear and the transaction should disappear from the check presentation screen on the POS and the status return to Pending Push (Red) in the schedule view on GLF. The transaction will also be removed from the Micros Transactions screen:



Member Lookup Form	REMOVED	
Member Additional Info		

Cancel Push for Mobile Apps

Cancelling a Private Lesson Push

Via the schedule view, the user should select the booking showing the orange Pushed to Micros status. On the lesson appointment screen, the button will then appear showing the option to 'Cancel Push'. After a short period, an alert will appear advising that the push has been cancelled and status will return to red >

Cancelling a Class Revenue and Delivered Push

Via the class appointment screen, users can cancel a revenue push for a class via the class attendees tab. After selecting the student via the checkbox or long hold for android users, the 'Cancel Push' button will display. After a short period, an alert will appear advising that the push has been cancelled and the revenue status will return to red >

The process for cancelling class session delivered transactions is identical and can be completed via the sessions tab, and the specific class session.

IMPORTANT

© 2023 Orbis Golf

- It is vital that any transactions which have been sent to Micros from GLF. that then need to be voided out, for example due to an incorrect price are cancelled from GLF.
- Voided transactions in Micros and changes to prices of transactions sent from GLF. will be reflected back to GLF however this is not best practice guidance.



15:57	al 🕈 💽
Student Appointment	900
Payment Type: Pay via Member Payment Status: Pushed to Kay, Loi Micros Transaction I.D: 13:00/3 2023-1	er Charge Micros uise/ 50943/L/ 1-06
Louise Kay +441234567891 supportteam@glfconnect	.com
START 06 Nov 2023 13:00 Of Nov) v 2023 14:00
Checked In	0
💽 View Media	>
View Profile	>
Student Booking Notes	>
D Internal Booking Notes	>
CANCEL PUSH TO MICR	os

Linking Checks to Member Accounts

You may encounter on rare occasions checks being pushed to Micros from GLF. Connect that are not correctly tied to the specific members account. In order to then tender the check using the Member Charge payment type, you may encounter the following alert on the POS:

(00245-Club Shop		Default		Retail			Reg / Mixed		All Day
					Cash					
Open Ch	eck									
1ember _ookup ₽	Canales, Nico GLF. Connect Golf Package Pay via Mem	Default CHK 60160 #/#/2023 2: e 425.00 * hber Charge	Member Lo	ookup	iles, Nicole/663177/C/202 396 onnect M	s 425.00	Creamer, Robert/6 60160407 GLF. Connect 2:30 PM	564265/C/2023-08-01 \$ 425.	Dilley, Erica/664257/C/ 60160394 GLF. Connect 2:30 PM	2023-08-01 All Open Checks \$ 425.00
Apply Loyalty rograms		<mark>Error</mark> The 'Membe	r Charge' tender	type requi	res a Memb	ership a	ccount to	o be tied to t	his ticket.	\$ 425.00
1ember Charge		Use OR Sele	'Member Looku	ıp' to select nder type	a Member	ship acc	ount		269/	\$ 425.00 \$ (20023-08-01
		Jen		nder type	Ok					\$ 425.00
Credit Card			•	60160 GLF. C 2:30 Pf	403 onnect M	\$ 425.00	60160397 GLF. Connect 2:30 PM	\$ 425.	200	
Cash	Subtotal Tax Other Chg	0 0 425 Total Due : 425.	00 .00 .00 .00 00	er						
ancel/Sign Out	Remov	ve Quantity	Notes	Modify		Barco	de Entry	Send & Stay	Print	Send/Done
	Milligan Joh			55-34 PM						Online

When you encounter this alert, click OK and you will then need to find the correct members account within Member Lookup.

Select "Member Lookup" > Type in the Members Name that was not tied into the integration > Select this Member into the Check presentation to tie the account together:

01119-4	Solf Shop 1			Default							Retail						residents		All Day
								Sig	gned	ln: 94	995	McCol	um						
Open Check	Services & Fees	Mercha	andise		Pa	ckages						Vouch		Me	nber Exp	erienco	Misc	Functions	Pay
	Default	Merr	niber Looku	p Form															All Oper
lember		н	lome Clu	b															Checks
оокир		a	lub Name					¢	Club #			Home C Member	ub: Number	Club	Corp EP (01119)			
		0	lub at	Hillbr	ook			(02570			Family F	ef:	00	-				
Apply		C	lub Le	Conte					03179			Member	Name: d Name:	Todd	Cotropia				
rograms		C	lubCo	rp EP					01119		~	Birth Da	te:						
ogramo		Co	otro									Benefit	ary Date lode:	EPOI	ING				
		6	ast Name			First	Name		fam Ref	Member		Membe	Categor	Golf					
1ember			otrop	a		lac	a		00	78782		Join Dat	e:	08/0	2/2007	Orange			
Charge			Jourop	Id		Jac	cie		01	20/02		Account	Active:	Yes	Charg	Privileg	e: Yes		
												(ipt.	NO	iccipi				
Tredit Card												Select	This	No	n-Memb Charge	er	Member Additional Info		
UTHORIZE						-		-	v	Ι	Ι.			ľ					
			Esc	Q	w	E.	к		Y	I٩	<u> </u>	10	P ا	1	8	9			
credit Card CLOSE			Tab		Λ	•	п	E	G	н	Ι.	K	1	A	E	6	Posk		
					~		Ľ	_	<u> </u>	L	Ľ	<u> </u>	<u> </u>	4	2	0	Dack		
Credit			+	- 1	z	х	С	v	в	N	M			1	2	3			
Book			÷	-+-				_		<u> </u>	+	+ '		÷	-	-			
		8	82 (@			Sp	ace			1.				0	•	Cancel		
Cash Subl	otal		0.00										-	-					
Tax			0.00				-		-	_					_				
ancel/Sign Out	Remove	Quantity			Notes			Modify			Split		Bar	code E	ntry		Send & Stay	Print	Send/Done
							<u> </u>												

After selecting the correct member you may encounter the message below and you can bypass

this by clicking OK:

								ſ	Memk	oer Ch	arge	425.0	0						
Open Ch	neck																		
Member Lookup	Juszczak, Ash GLF. Connect Golf Packag Pay via Men	Default e 42 iber Charge	6 Member L 8/ Home 5.00 Club N	ookup Form Club Iame	6		1	0	lub #			Home Cli Member	ub: Number:	Stone J0197	briar Co	ountry Clu	ıb (00245)	© Lynch. Bret/664277/C/20 60160408 GLF. Connect 2:30 PM	\$ 1275.00
Apply Loyalty Programs			STAI Stor juszc	RMOUI	NT FOR Countr	EST CO	DUNTE)2721)0245		~	Family Re Member Preferrec Birth Dat Annivers	ef: Name: I Name: :e: ary Date:	01 Mrs. / 11/19 09/26	Ashley Ju /1901 /2015	uszczak	ß	Pendley, Lance/664241/0 60160404 GLF, Connect 2 2:30 PM	\$ 425.00
Member Charge	1		Last N Jusz Jusz Jusz Jusz	ame czak czak czak czak czak	Error Not a	allow	ved v	vith	non-	-reve	nue	serv	ice c	harg	e pc	osting	Away Yes	Zoller, Otilia/664289/C/2 60160397 GLF. Connect 2.30 PM	\$ 425.00
			Esc	Q	w	E	R	т	Y	U	1	0	Р	7	8	9	ditional Info		
				ab	Α	s	D	F	G	н	J	к	L	4	5	6	Back		
Credit Book			+	-	z	Х	С	V	В	Ν	М	,		1	2	3			
Cash	Subtotal Tax Other Chg	Total Du	425.0 e : 425.0	@			Spa	ace		_	•	-			0	•	Cancel		
ancel/Sign Out	Remo	/e c	uantity		Note			Modify	,		Solit		Barr	ode Fr	ntrv		Send & Sta	v Print	Send/Do

The check will then be correctly tied to the specific member and can be closed out as per the guidance provided in this documentation for the different transaction types. Once the check is correctly tied to the member you see the check display like the example below:

	Juszczak, Ash Default	CHK 60	0160395		Juszczak, Ashley/
Member	GLF. Connect	8/8/202	23 2:30 PM		60160395
Lookup	Golf Package Pay via Member Charge <mark>Name: Juszczak, As</mark> hley	425.00 *		Member Lookup	GLF. Connect 2:30 PM
Apply Loyalty	Benefit Code: XLDADV Account #: J0197			Form	60160406
Programs					2:30 PM
Member			~		60160401
Charge					GLF. Connect 2:30 PM
			\sim	Member Additional Info	

Once you have tied the check to the member, you may encounter an alert indicating the member does not have the correct charging privileges setup through Member Pride. When this occurs, in order for the check to be closed out via Member Charge the check would need to be tied to the Primary or Secondary Members account via Member Lookup as per the steps above:

Open Ch			Services &	Fees		Merchandise	Pac	ckages	F&B		Misc	Functions	Pay
	Mehta, I	Derar	Default	СНК 6	0160406			Mehta, Deran/664	4269/C/2023-08-01	Mehta, Sumita/	664273/C/2023-08-01	Pendley, Lance/664241/C/	2023-08-01
mber okup	GLF. Cor Golf Pa Pay via	nect ickage Membe	er Charge	8/8/20 425.00 *	23 2:30 PM	⊾ Member	Lookup	60160406 GLF. Connect 2:30 PM	\$ 425.00	60160405 GLF. Connect 2:30 PM	\$ 425.00	60160404 GLF. Connect 2:30 PM	\$ 425.00
pply yalty grams	Name: Benefit Accour	Mehta, : Code:) nt #: M0	Deran KLD 744			For	m	60160401 GLF. Connect 2:30 PM	64245/C/2023-08-01 \$ 425.00	60160403 GLF. Connect 2:30 PM	ennis/664261/C/2023-08-01 \$ 425.00	Zoller, Otilia/664289/C/20 60160397 GLF. Connect 2:30 PM	23-08-01 \$ 425.00
mber arge					^		Notification STOP! The indivic Cas	dual selected on this sh or credit card is n	account has NO charge pr equired for payment.	× ivileges			
redit Card)nly					~	Member Add		ок	Cancel				
redit Card					•								
edit ook	Subtotal				•••	Non Me	mber						