Toast Loyalty Lookup (Incentivio)

Using Loyalty Lookup

1. On your Toast POS, you will see a button that says "Rewards". Click on this, and then click on "Look Up Customer".

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CONTEST MODE - Orde			4	PREVIOUS CHECKS	🔍 LOOKUP 🛛 💼 :	SVC CHARGE 🔀 S	WITCH USER		- Order #1		4	PREVIOUS CHECKS	🔍 LOOKUP 🛛 📹	SVC CHARGE 🔀 S	WITCH USER
#1, Dine In Lilupa Munindradasa							#1, Dine In	Lilupa Munindradasa							
Name	Qty	Each	Total	Test Menu	Rewards	Gift Cards		Name	Qty	Each	Total	Test Menu	Sample du Menu du	dup Menu	Sample Menu (Copy)
Fountain Drink	1	\$2.50	\$2.50	(Сору)				Fountain Drink		1 \$2.50	\$2.50				
Bean & Cheese Burrito	1	\$5.75	\$5.75					Bean & Cheese Burri	0	1 \$5.75	\$5.75				
				A	0		Frakiladaa					Test Menu (Copy)	Sample Menu (Copy)	Test Menu (Copy)	Test Menu (Copy)
	Antojitos Be		Beverages	Beverages Burntos		Enchiladas				(000)))	(copy)	(00)	(00))		
											<hr/>	Test Menu			
				Platos	Quesadillas	Sides	Single Tacos				\mathbf{X}	(Copy)	Rewards	Gift Cards	
												Leekile			
				Pollo (Grilled	Bean &	Carne Asada	Calabacitas					Customer			
TEST MODE			Chicken) Bu Cheese	Cheese Bur	r (Grilled Stea	(veggies) B		TEST MOD	E						
Tab + Item Split	Canc	el Hold	Send					Tab + Item	Split Car	ncel Hold	Send				
Balance Due: \$8.77 TOTAL: \$8.77		Carnitas (Braised Por	El Guapo Burrito	Burrito (Fish) Burrito		Balance Due:	\$8.77 TOTAL		\$8.77						
1 Guests Discnt Dine In Fast (\$) Pay (\$)							1 Guests Discri	Dine In	Fast (\$)	Pay (\$)					

2. From here, you will see a keypad. You can choose to search for the customer or scan in their information from their

phone. ™™■…						🗱 🛸 😤 44% 🗎 4:49 PM
TEST MODE - Order #1					SVC CHARGE 🔀 S	
#1, Dine In Name	Lilupa Munind Qty Each Apply Re	Total	Test Menu ard	Sample Manu X	dup Menu	Sample Menu (Copy)
	Key Ir	n, Scar	n or Swi	ре	Test Menu (Copy)	Test Menu (Copy)
	1	2	3	×		
	4	5	6	Lookup	Gift Cards	
	7	8	9	Scan	A	
TEST M	C	0		Done		
Tab + Item Split	Cancel Hold	Send				
Balance Due: \$0.00 TO	TAL: \$(0.00				
1 Guests Discrit Dine In	No Sale Pay	r (\$)				



- 1. The "Lookup" button will direct you to a screen where you can search for the customer.
- 2. The "Scan" button will bring up a screen where you can scan the customer's Loyalty Card.

3. Once you have looked up or scanned the customer, you will see a box with their loyalty information.

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TEST MODE - Order #1		Q, 100000 📷 Det Connext	× serores i
#1, Dine In Name Fountain Drink Bean & Cheese Burrito	John Walker's Rewards Loyalty #****b1246d 1 Redeem Points Reward Points You have: 1850 points	Switch Customer	enu Sample Menu (Copy) enu (Copy) eds
		PRINT NEXT	
Tab + Item Split I Relance Due: \$8.77 10 1 Guests Discrit Dine In	Cancel Hold Send TAL: \$8.777 Fast (1) Pay (1)		

4. From here, you can redeem any offers that the customer would like to use right from the POS and it will be applied to their check.