



Motos Xperience Rewards QUICK START GUIDE Managers Daily Reconciliation

MANAGER DAILY RECONCILIATION OF REDEEMED GIFT CERTIFICATES

Each day the manager or controller will add Daily Reconciliation of Redeemed Gift Certificates to their cash drawer reconciliation process. Every redeemed gift certificate is recorded on the CEL Platform with date/time/cashier name/value, etc. The manager/controller will run the Daily Reconciliation Gift Certificate Report and will need to APPROVE all gift certificates redeemed by the cashier. If there is an issue with any gift certificates, the manager/controller has the ability to not approve the redemption and investigate the transaction.

Daily Reconciliation Gift Certificates
Home / Manager / Daily Reconciliation Gift Certificates

Gift Certificates Redeemed

Select All Approve Gift Certificates

Date	Customer Name	Cashier Name	Certificate Value	Value Redeemed
01/4/2024	Test Customer	Jamie Cadwaladar	\$50.00	\$0.62
01/4/2024	Test Customer	Jim Vaughn	\$400.00	\$400.00
01/4/2024	Test Customer	Jamie Cadwaladar	\$50.00	\$26.88
01/4/2024	Test Customer	Jim Vaughn	\$50.00	\$22.50
01/4/2024	Test Customer	Jim Vaughn	\$25.00	\$6.50
01/3/2024	Test Customer	Jim Vaughn	\$25.00	\$5.00
01/3/2024	Test Customer	Jim Vaughn	\$25.00	\$1.00

Showing 1 to 7 of 7 entries Show 50 entries Previous 1 Next

The Daily Reconciliation Gift Certificate Report – click on each gift certificate to approve or click on select all to approve.

The Redeemed Gift Certificate Report shows all gift certificates redeemed along with all details of when it was redeemed, cashier name, manager name who approved the redemption, etc.

Redeemed Gift Certificates Report
Home / Manager / Redeemed Gift Certificates Report

Redeemed Gift Certificates Report

Keyword

Start Date End Date

Name	Cell Phone	Email	Redeem Date	Redeem Value	Dollars	Points	Cashier Name	Manager Name	Available Points
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$0.62	\$50.00	2,000.00	Jamie Cadwaladar		8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Test Customer	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Brandon Howard	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Lance Isaacs	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Jim Test Phone	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	JP Coles	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Jim Test Email	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Bobby Brown	8600
Test Customer		testcustomer@motosexperience.com	01/4/2024	\$5.00	\$10.00	400.00	Jim Vaughn	Joey W	8600

The Redeemed Gift Certificate Report – provides a complete history of all redeemed gift certificates.