

integrated



minds

solutions



Traveller's Cheques

- ▶ Accurate inventory maintenance reduces errors and costs
- ▶ Timely automated settlement increases commission returns and saves significant time when settling for all branches
- ▶ An extensive online inquiry by cheque or member number gives easy access to past sales information
- ▶ Automatic posting to AXIS General Ledger eliminates manual errors, for efficient accounting
- ▶ Ability to sell cheques in foreign currencies lets your club meet all currency needs for international travellers
- ▶ A quick quote function lets service councilors give customers fast, accurate information about current exchange rates
- ▶ Automatically printed receipts show client and cheque information eliminating tedious paperwork for the client
- ▶ By tracking previous purchases, service councilors are warned of possible fraud situations
- ▶ A configurable maximum sale amount by teller and by client (for personal check purchases) give branches increased control and accommodation of IRS regulations

The AXIS Traveller's Cheques (TCS) application processes traveller's cheque transactions. Integrated with the AXIS Point-of-Sale, Membership and General Ledger applications, TCS service councilors can sell, exchange, refund or reverse sales of traveller's cheques, and automatically updates clients' Services Utilized histories. TCS offers many time-saving features—such as inventory control and electronic settlement.

Processing TCS Transactions

TCS offers the following capabilities:

- When a service councilor enters a TCS transaction, AXIS Point-of-Sale ensures you have accurate name, address and financial information by providing automatic membership verification.
- TCS automatically calculates exchange rates, allowing your club to sell traveller's cheques in both domestic and foreign currencies and accept payments in the currencies of your choice.
- To provide clients with accurate information about current exchange rates, TCS lets any user perform quick quotes.
- To inform service councilors of packet availability when processing a transaction, TCS provides a list of packets in stock.
- TCS handles Gift Cheques and Cheques for Two.
- TCS lets your club set up different buy, sell and settlement rates, and optional service fees.
- To accommodate IRS regulations, your club can set limits for client traveller's cheque purchases. If a client exceeds this limit, then TCS prompts the service councilor for required IRS reporting information.
- To eliminate tedious paperwork for the client, TCS automatically prints a receipt showing client and cheque information. The client just signs his or her name. A service councilor can reprint a receipt at any time.
- Once a transaction is complete, TCS updates the client's Services Utilized history—providing valuable member service, lifetime value, product index and marketing information.



Related product sheets:

- Point-of-Sale

Tracking Inventory

TCS maintains multiple cheque inventories at multiple locations (for example, bank, branch, cash drawer), allowing your club to keep track of on hand cheques and product movement. TCS lets you add to and report on inventory, and update inventory status and location information. For each packet of cheques, you can specify a status of Available, Hold, Hold Manual or Cancel. Whenever service councilors reverse a TCS sale, TCS prompts for a location and status for returned inventory.

To list all cheques in stock at your club, TCS provides a Full Inventory Report. For each branch and product, an Inventory Inquiry lets users view or print detailed location, packet contents and quantity, cheque number and status information for on hand stock.

Electronic Trust Receipt Import

Ensure that the cheques that are expected to be shipped to your location are the ones you actually receive:

- Download the details of cheques being shipped before they arrive at your location
- Verify physical cheques to be added to your inventory and release them for sale once they're accurately matched

Using Electronic Settlement

To eliminate individual branch settlement, TCS provides centralized electronic settlement of sales for all branches via secured protocol. With electronic settlement, your club transmits an accurate account of daily transactions online, directly to the seller. To keep track of your club's settlements and let you account for variances, TCS provides a detailed settlement report.

Generating TCS Reports

TCS provides a complete reporting system for tracking and analyzing sales, trust receipts, inventory, funds, settlements, customer spending and teller productivity. Among others, TCS offers the following reporting features:

- The TCS Inquiry gives service councilors easy, online access to past transaction details for a client or for a particular cheque.
- Extensive sales reports include detailed and summary, monthly or history, and sales reversal reports.
- Trust receipt reports show details for received traveller's cheques.
- In addition to the Full Inventory Report and Inventory Inquiry, TCS provides Inventory Transfer, Inventory Exception (showing information for cheques with a status other than Available), Canceled Inventory and Perpetual Inventory Reports.
- Funds reports offer detailed or summary information for cheque sales, showing the currency of cheques sold, the exchange rate on cheques, and how payments were made.
- For easy and accurate IRS reporting, TCS offers an IRS Report.