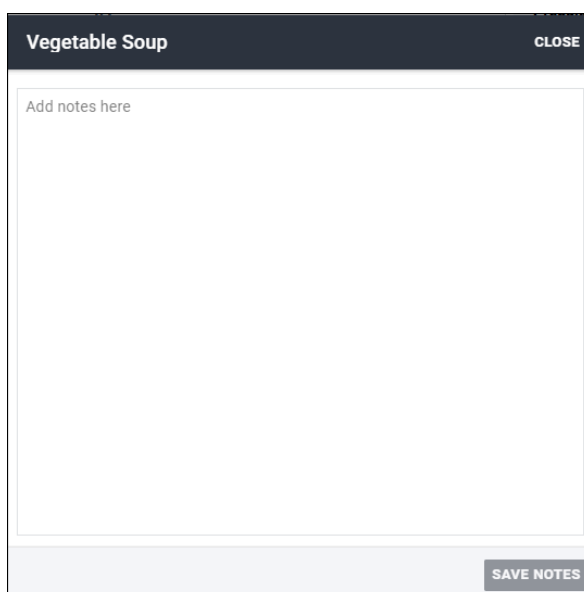
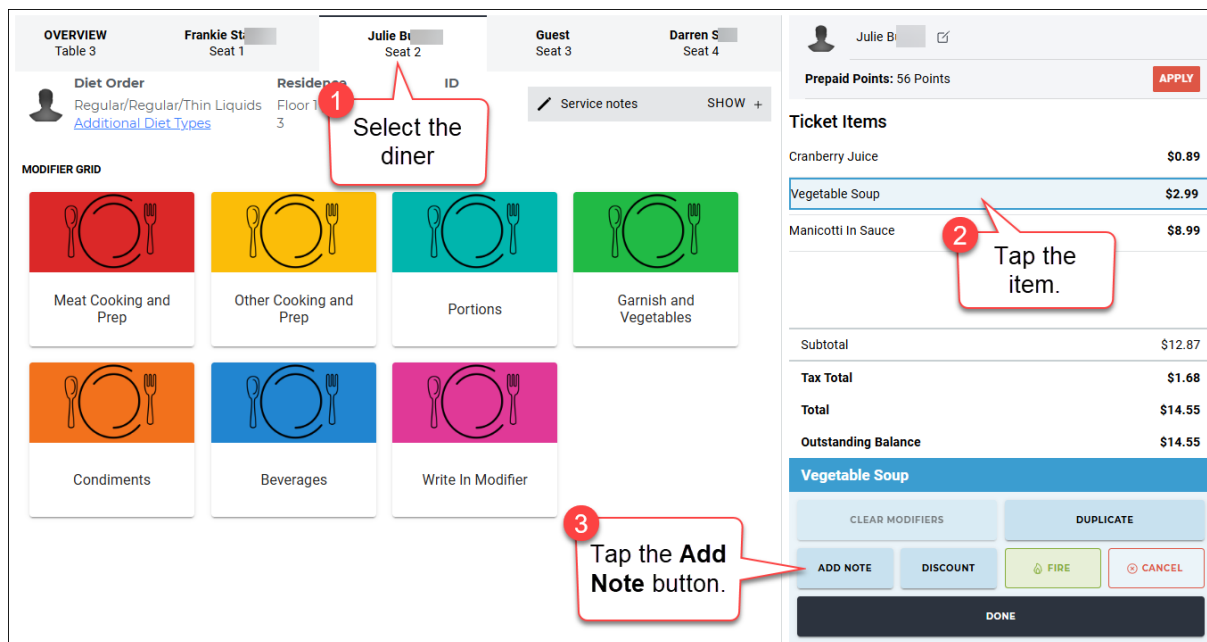
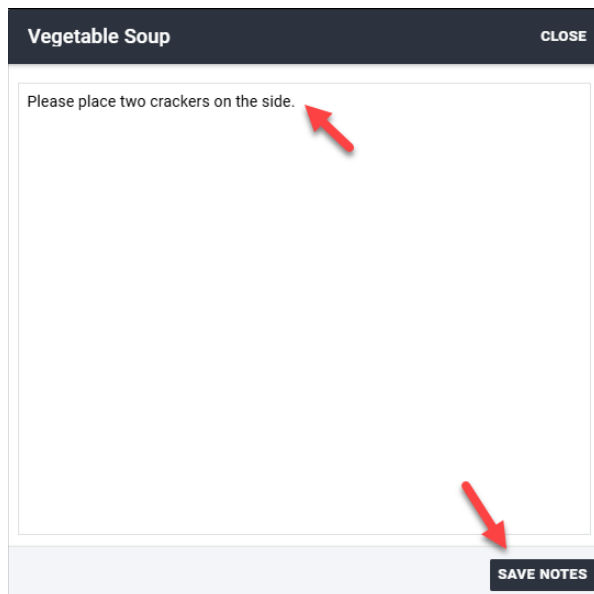


When you add a note to an item, that note will appear on the ticket sent to the KMS (kitchen management system) for your production staff to read. To add a note to an item:

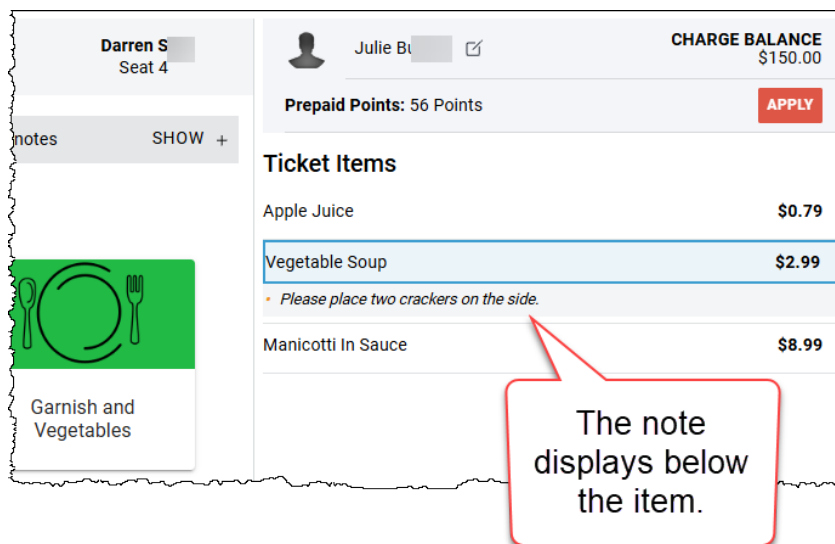
1. If you are a POS dining room location, select the diner whose item you want to add a note to.
2. From the right side of the screen, tap the item.
3. Tap the **Add Note** button. The Add Note pop-up window appears for the item (second screenshot below).



4. Enter your note and tap the **Save Notes** button.



5. The note displays below the item on the POS order, and will appear on the ticket sent to the KMS.



6. If required to edit the note, you can do so prior to firing the item to the kitchen by repeating the above steps.

Is there a way to remove a note that was added to an item?

An item note, once added, can only be edited and not removed. The workaround to remove a note from an item is to remove the item and then re-add the item.