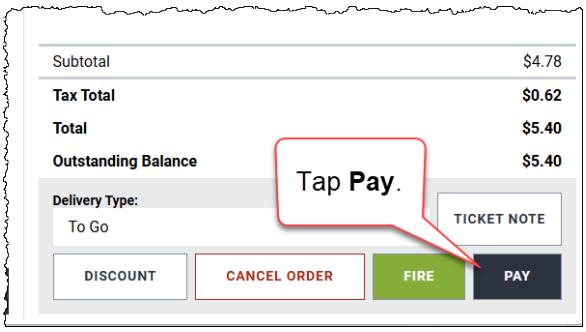
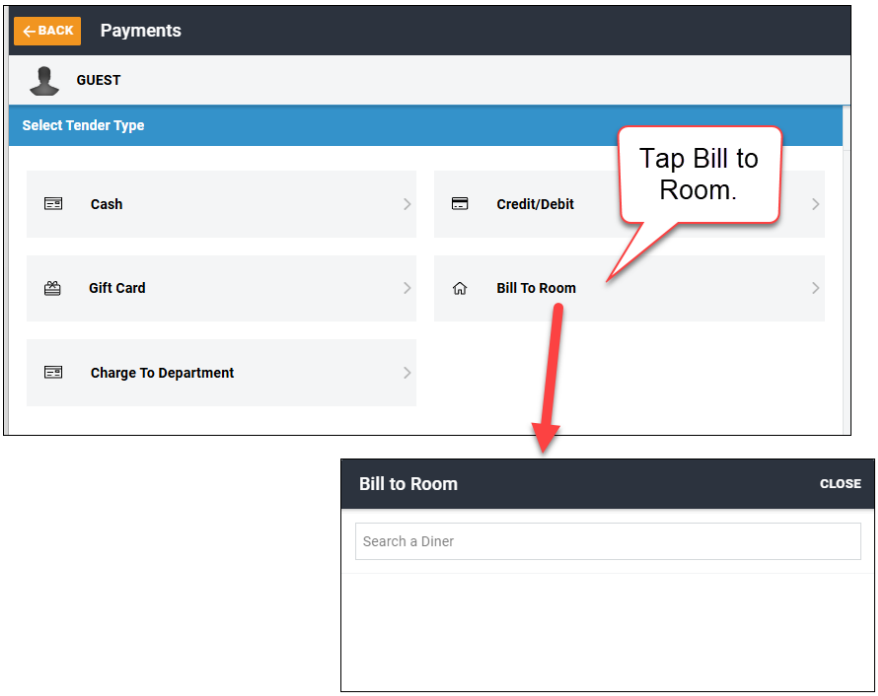
POS Quick Service – Paying a Guest Ticket with Bill to Room

October 19, 2026

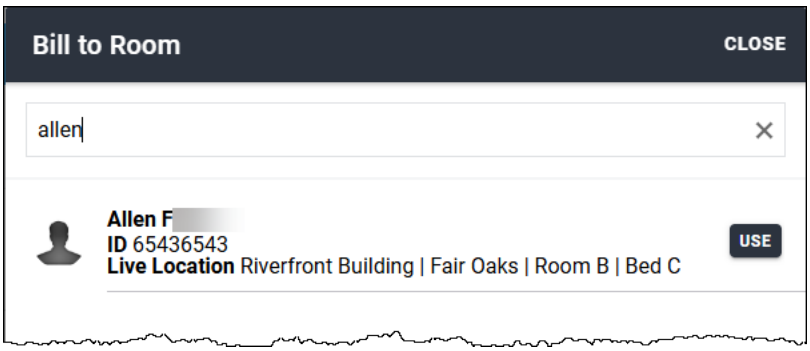
1. Tap the **Pay** button for the guest ticket. The Payments screen appears.



2. Tap **Bill To Room**. The Bill to Room pop-up window appears.

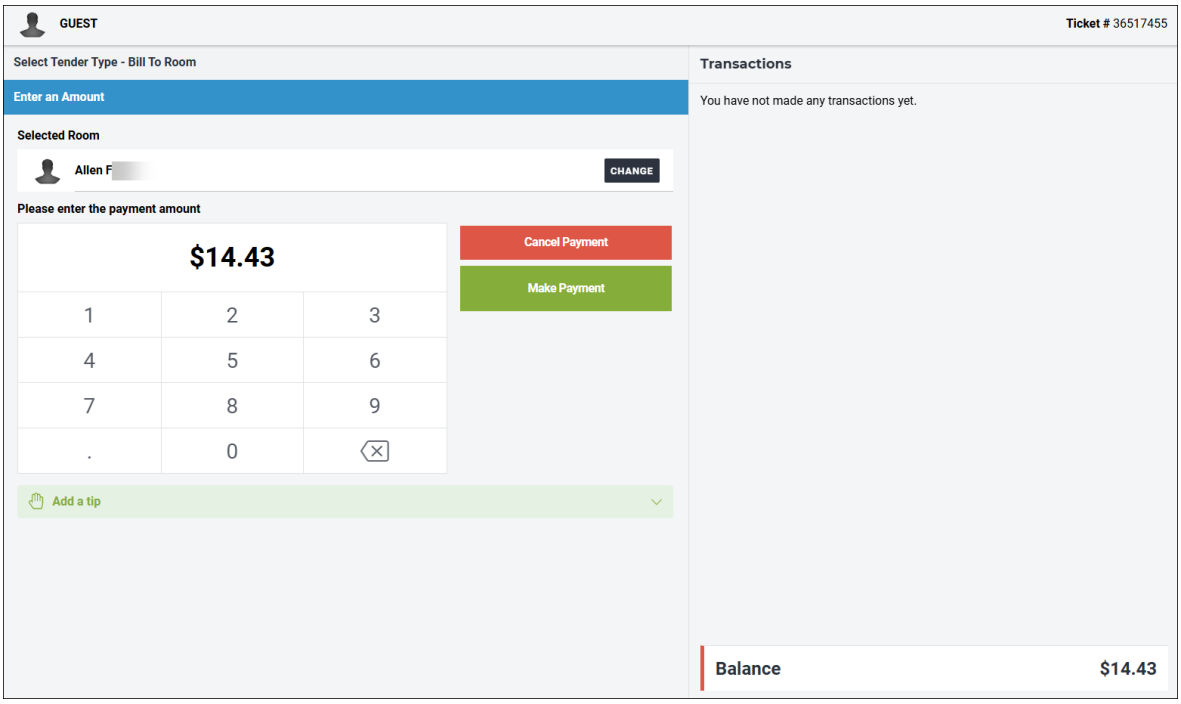


3. Search for and select the diner who will pay for the guest meal.

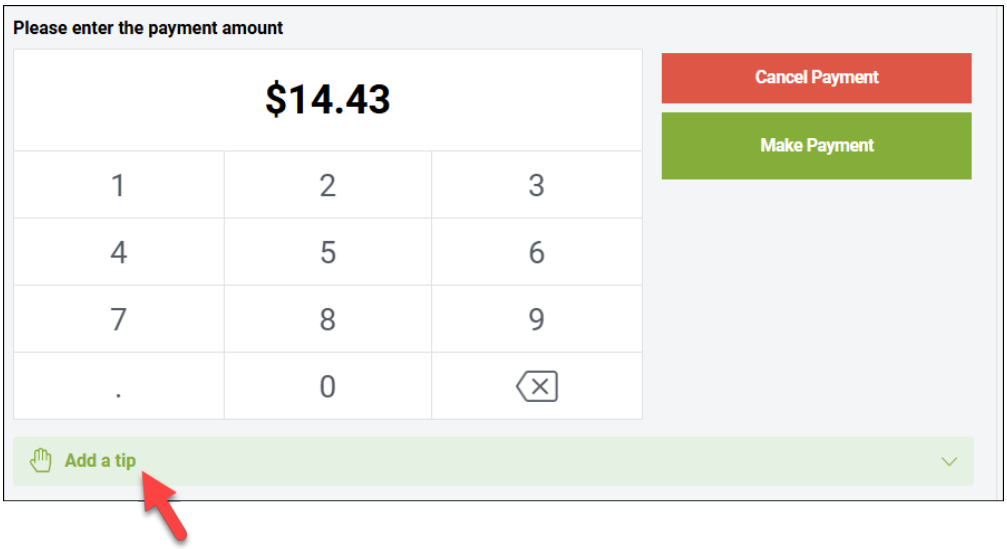


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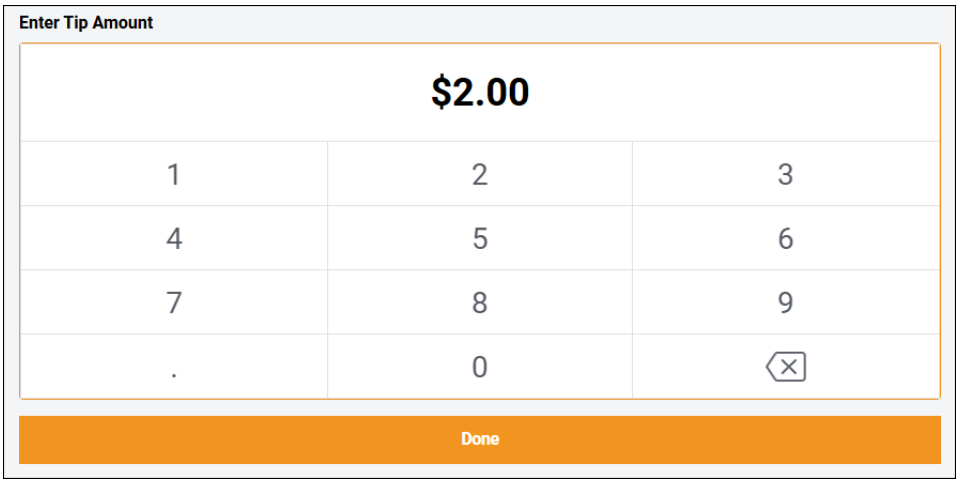
4. Tap **Use**. The Payments screen refreshes with the diner and the payment amount.



5. To enter a tip amount requested by the diner, tap **Add a tip** (first screenshot below). The Enter Tip Amount screen appears for you to manually enter a dollar and cents amount (second screenshot below). Click **Done** to close the screen.



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6. Tap **Make Payment**. The meal is charged to the diner's bill to room account.
7. Tap **Close Ticket**.

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