

How to Handle Negative Deposits in the DSR Due To Tips Paid Out

We are finding more and more that restaurants are paying out more in credit card tips than the amount of cash brought in for the day. This is resulting in a negative theoretical cash deposit on your Compeat DSR. In order to zero out your theoretical deposit, consider the following:

Create a bank account for Cash on Hand or Petty Cash

Create a bank account for Cash on Hand or Petty Cash in Setup>Banking>Bank Accounts

The screenshot shows a software window titled "Bank Accounts (edited)". It has a "Print" button and two tabs: "General" and "Signatures". The "General" tab is active, showing a "Bank" section with the following fields:

Bank Code	Bank Name	Bank Group	Entity #	GL Account #	Active
103 COH	Cash on Hand		103	1017-000	<input checked="" type="checkbox"/>

Below the "Bank" section are two sub-sections: "Address / Auto-fill" and "Contact".

Address / Auto-fill

Auto-fill check numbers

Contact

Contact Name:
Phone:
E-mail:
Web:

In Setup>DSR>DSR Definitions, on the Other Account Tab in Bank Details, create a 2nd Cash Dep. Field Name and assign to the COH bank account.

DSR Definitions

Copy Definitions

DSR Definition

Entity # 103 Karens AP/AR Training Entity

Credit Cards Other Receipts Sales Tax Time Periods Other Accounts Fees Till

Options	Accounts
<input type="checkbox"/> Use Gift Certificates	Gift Redeem: 2300-000
<input type="checkbox"/> Allow I/C Comps	Till: []
<input checked="" type="checkbox"/> Use House Accounts	GC Inventory: []
<input checked="" type="checkbox"/> Charge Tips paid out	Cash Over/Short: 7425-000
<input checked="" type="checkbox"/> Use Labor	GC Liability: []
<input checked="" type="checkbox"/> Restrict polled DSRs	Charge Tips: []
<input checked="" type="checkbox"/> Display sales group period totals on DSR Register	GC Over/Short: []
<input type="checkbox"/> Automatically plug theoretical cash deposit into actual cash deposit	

Bank Details	Statistical Accounts
Actual Cash Dep. Bank Code: 103 COH	Comp Food: 9001-000
2nd Cash Dep. Bank Code: 103 COH	Exempt Food Sales: 9004-000
2nd Cash Dep. Field Name: Cash paid out	Comp Alcohol: 9002-000
	Exempt Alcohol Sales: 9005-000
	Comp Tips: 9003-000

Thresholds
Over/short warning threshold: 10.00

Cutting a check to the Store

Under Manual Checks, either record a Manual Check or print a Quick Check to cash or record an EFT to replenish the store's cash on hand or petty cash account. The account that you will select to debit will be the same account you used to create the Bank Account, such as Cash on Hand or Petty Cash.

When you post the check, this entry will credit cash and debit cash on hand or petty cash.

Manual Checks (edited)

Convert Order | Delete Batch | Quick Checks | Scan Documents | Complete | Post | 1099 Type | Allocate Costs

Manual Check Batch BM-103-000348

Voucher #	Apply Date	Bank Code	Trx Type	Check #	Check Date	Payment Amt	Check Amt
C-103-0000494	1/29/2016	103 OPERATIN	Reg. Check	516	1/29/2016	100.00	100.00
Vendor Code	Vendor Name	Vendor Group	PO #	Invoice #	Invoice Date		
STORE 103	Store 103			01292016	1/29/2016		

Check Detail

Navigation: << < > >> + - ✎ New Item 🔍 Find Item + New Purchase Unit 📄 View Line Item Notes 📄 Export to Excel

Entity #	GL Acct # /	GL Account	Ext Price	Item Description	Vendor Item Code	Item #	C
103	1017-000	Cash on Hand	100.00				1
* (click here to add)							