Edge ATM Cash Loading Instructions

This procedure should be done when you are removing all cash from ATM and loading a new cash cycle

Printing Ending Cash Position of ATM (always start with this)

1. Toggle Normal/Supervisor switch to **Supervisor.**
2. Select **Settlement** from the **Supervisor Main** Menu. Them select **Host Settlement**.
3. From this menu select number **1 Clear and Print Counts**.

The ATM will print out a receipt that looks similar to this

The ATM's current cash dispensed position. This is what has been dispensed out of the cassettes.

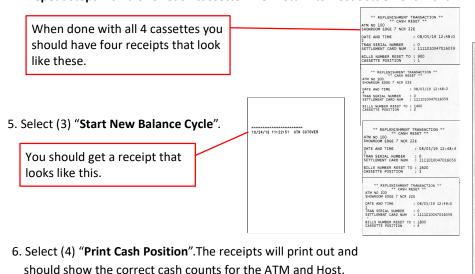The ATM's current cash remaining position. This is what is left in the cassettes.

```
ATM CASH POSITION ON 08/05/19 12:47:15
ATM NO 100
SHOWROOM EDGE 7 NCR 22E

SETTLEMENT CARD #  1111010047016059

                  CASSETTE POSITION     DIVERT
                  #1    #2    #3    #4   CASSET

CASH START BALANCE
CURRENCY TYPE
                  1     2     3     4

CASH ADDED IN CYCLE
 START $100,000 $30,000  $7,500  $2,000
 ADDED       $0      $0      $0      $0
 TOTAL $100,000 $30,000  $7,500  $2,000

CASH DISPENSED
 HOST   $21,100   $860    $240     $67
 ATM    $21,100   $860    $240     $67

REMAINING
 HOST   $78,900 $29,140  $7,260  $1,933
 ATM    $78,900 $29,140  $7,260  $1,933
 DIFF        $0      $0      $0      $0
```

Loading the ATM with Cash

1. Set the NORMAL/SUPERVISOR switch to SUPERVISOR. Load cash into the cassettes. Once this is done continue.
2. This should bring you to the **Supervisor Main** Menu.
3. Select "**Maintinance and Supplies**" by pressing **(2)** . Then select **(1) Test Devices**.
4. From this menu select **Test Cash Dispenser** .
5. This will test the dispenser for functionality and will display all good and fatal cassettes.
6. Return to the **Host Settlement** Menu and **continue with Step 1 of After Loading the ATM with Cash.**

After Loading the ATM with Cash

1. From the **Host Settlement** Menu select **(2) Cash Replenishment** then select **(1) Initial Cash**. From this menu **select** cassette **Type 1** to replenish.
2. Enter the **Dollar amount** of cash for **Type 1** and **Press Enter**.
3. Then Select 1 **OK to commit** the changes or 2 Change Amount. This will print out a receipt.
4. **Repeat steps 1 thru 3 for each cassette**. Then return to Host Settlement menu.

When done with all 4 cassettes you should have four receipts that look like these.

```
** REPLENISHMENT TRANSACTION **
       ** CASH RESET **
ATM NO 100
SHOWROOM EDGE 7 NCR 22E
DATE AND TIME       : 08/05/19 12:48:0
2
TRAN SERIAL NUMBER  : 0
SETTLEMENT CARD NUM : 1111010047016059
BILLS NUMBER RESET TO : 900
CASSETTE POSITION   : 1

** REPLENISHMENT TRANSACTION **
       ** CASH RESET **
ATM NO 100
SHOWROOM EDGE 7 NCR 22E
DATE AND TIME       : 08/05/19 12:48:2
4
TRAN SERIAL NUMBER  : 0
SETTLEMENT CARD NUM : 1111010047016059
BILLS NUMBER RESET TO : 1400
CASSETTE POSITION   : 2

** REPLENISHMENT TRANSACTION **
       ** CASH RESET **
ATM NO 100
SHOWROOM EDGE 7 NCR 22E
DATE AND TIME       : 08/05/19 12:48:4
3
TRAN SERIAL NUMBER  : 0
SETTLEMENT CARD NUM : 1111010047016059
BILLS NUMBER RESET TO : 1600
CASSETTE POSITION   : 3

** REPLENISHMENT TRANSACTION **
       ** CASH RESET **
ATM NO 100
SHOWROOM EDGE 7 NCR 22E
DATE AND TIME       : 08/05/19 12:49:0
1
TRAN SERIAL NUMBER  : 0
SETTLEMENT CARD NUM : 1111010047016059
BILLS NUMBER RESET TO : 1800
CASSETTE POSITION   : 4
```

5. Select (3) "**Start New Balance Cycle**".

You should get a receipt that looks like this.

```
***********************
10/24/13 11:22:51  ATM CUTOVER
```

6. Select (4) "**Print Cash Position**".The receipts will print out and should show the correct cash counts for the ATM and Host.

The ATM's **New starting cash position**. This is what was loaded in the cassettes.

```
ATM CASH POSITION ON 08/05/19 12:49:27
ATM NO 100
SHOWROOM EDGE 7 NCR 22E

SETTLEMENT CARD #  1111010047016059

                  CASSETTE POSITION     DIVERT
                  #1    #2    #3    #4   CASSET

CASH START BALANCE
CURRENCY TYPE
                  1     2     3     4

CASH ADDED IN CYCLE
 START  $90,000 $28,000  $8,000  $1,800
 ADDED       $0      $0      $0      $0
 TOTAL  $90,000 $28,000  $8,000  $1,800

CASH DISPENSED
 HOST        $0      $0      $0      $0
 ATM         $0      $0      $0      $0

REMAINING
 HOST   $90,000 $28,000  $8,000  $1,800
 ATM    $90,000 $28,000  $8,000  $1,800
 DIFF        $0      $0      $0      $0
```