TERMINOLOGY | GIFT Quick Reference Guide

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## **TYPICAL GIFT CARD TRANSACTIONS**

| TERMINOLOGY         | DESCRIPTION   |
|---------------------|---|
| ACTIVATE            | This transaction type activates an inactive Gift card. This action places value on a card for the first time.                                   |
| REDEMPTION/<br>SALE | This transaction type reduces the dollar value of a gift card by the amount entered.  |
| ADD VALUE           | This transaction type increases the dollar value<br>of an already active gift card by the amount<br>entered.                                    |
| VOID                | Voids the last transaction.   |
| BALANCE             | This transaction type looks up the current value of a gift card.  |
| DEACTIVATE          | This transaction is the opposite of Activate transaction. Permanently disables a gift card. Normally utilized when gift card is lost or stolen. |
| REPLACE             | Deactivates a lost or damaged card and transfer the balance to a new gift card.   |
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