



**BUSINESS
MACHINES
LTD.**

"Proudly Serving Western Canadians Since 1963"

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FOR SERVICE: TOLL FREE: 1-800-661-7333

Web Page: www.timebusiness.com
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"WE SERVICE WHAT WE SELL"

Guide to Change GST Rate to 6% on TEC MA-1650 Cash Registers

A **MA** key is needed for this operation.

Contact Time Business Machines at 1-800-661-7333
if you do not have one.



NOTE:

1. The **CASH** button might appear as **AT / TL** on the keypad.
2. The **FS / M** button might appear as **GST** on the keypad.
3. Press **C** if the cash register beeps after **CASH** is pressed, then skip to the next step.

Directions:

| | |
|---|---|
| 1. Insert MA key into control lock | |
| 2. Turn key to Z . | |
| 3. Press 3 , CASH | 3 , CASH |
| 4. Press 4 , CASH | 4 , CASH |
| 5. Press 2 , 0 , 3 , CASH | 2 , 0 , 3 , CASH |

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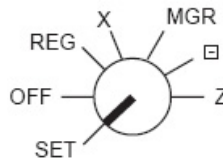
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| | |
|----------------------------------|--|
| 6. Press 2 , 0 , 4 , CASH | <div style="text-align: center;"> 2 , 0 , 4 , CASH </div> |
|----------------------------------|--|

A set of Z-reports has been printed.
Keep these reports for auditor reviews.

| | |
|---|--|
| 7. Turn key to Set . |  |
| 8. Press 1 , 0 , 0 , CASH | <div style="text-align: center;"> 1 , 0 , 0 , CASH </div> |
| <p>A list of programmed data will be printed.</p> <p>Look for the GST line.</p> <p>If the GST line reads 7%, proceed to step A9</p> <p>If not, skip to step B9.</p> | <div style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">TIME BUSINESS MACHINES 17620 - 107 AVE EDMONTON, AB (780) 483-3040</p> <p style="text-align: center;">07-01-2006 #123456</p> <p style="text-align: center;">GST 7%</p> </div> |
| A9. Press 6 , FS / M | <div style="text-align: center;"> 6 , FS / M </div> |
| <p>GST rate has now been changed to 6%.</p> | |

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DO NOT proceed to the next step.

Follow these steps only if you DID NOT perform step A9.

B9. Press **0** , **TX 1/M** , **ST** , **6** , **CASH**

0 , **TX 1 / M** , **ST** ,

6 , **CASH**

GST rate has now been changed to 6%.

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