

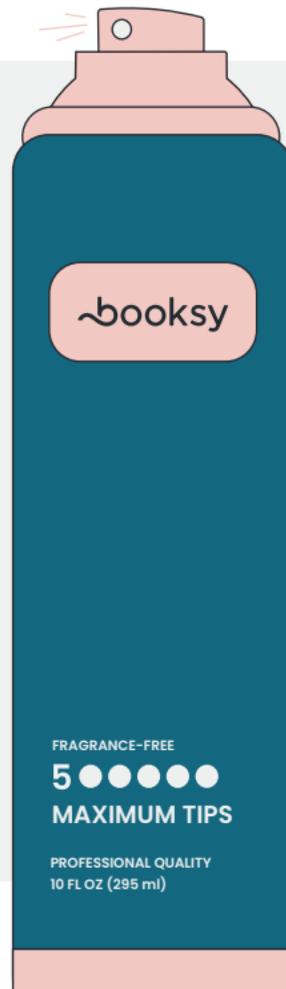


Booksy Card Reader Setup Guide



INGREDIENTS: FAST PROCESSING, TAP-TO-PAY,
INCREASED TIPPING, BUILT-IN REPORTING

WARNING: USING BOOKSY CARD READER AT CHECKOUT
MAY CAUSE SUDDEN INCREASE IN BANK ACCOUNT



Start Getting Paid

Your new Booksy Card Reader has arrived!

Follow these steps to get your Card Reader set up and connected to the Booksy App.

Connects to mobile phones, tablets, and computers.

Install Battery

Remove the back cover of the Card Reader and install the battery. Line up the gold connectors for the perfect fit.

Pull here to remove cover - - - - -





Charge your Card Reader

Plug in the USB cable included with the Card Reader, and leave it plugged in until it's fully charged.



Power on your Card Reader

Press and hold the power button until the screen turns on.

Connect to WiFi

Be sure you're connecting to the same network as your Booksy App. This must be a password-protected network.

Software update may begin after connecting to the internet. If so, please allow update to finish before proceeding.





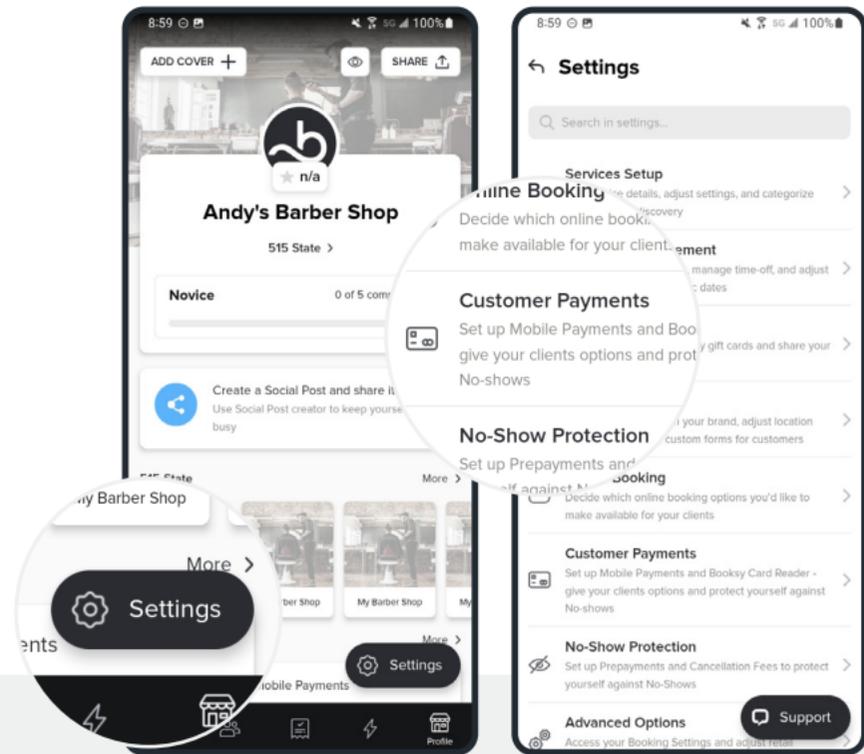
Stay Charged, Stay Connected

Use the Charging Dock to connect via ethernet and keep your Card Reader fully charged. Available through the Booksy app.

Dock not required to process transactions.

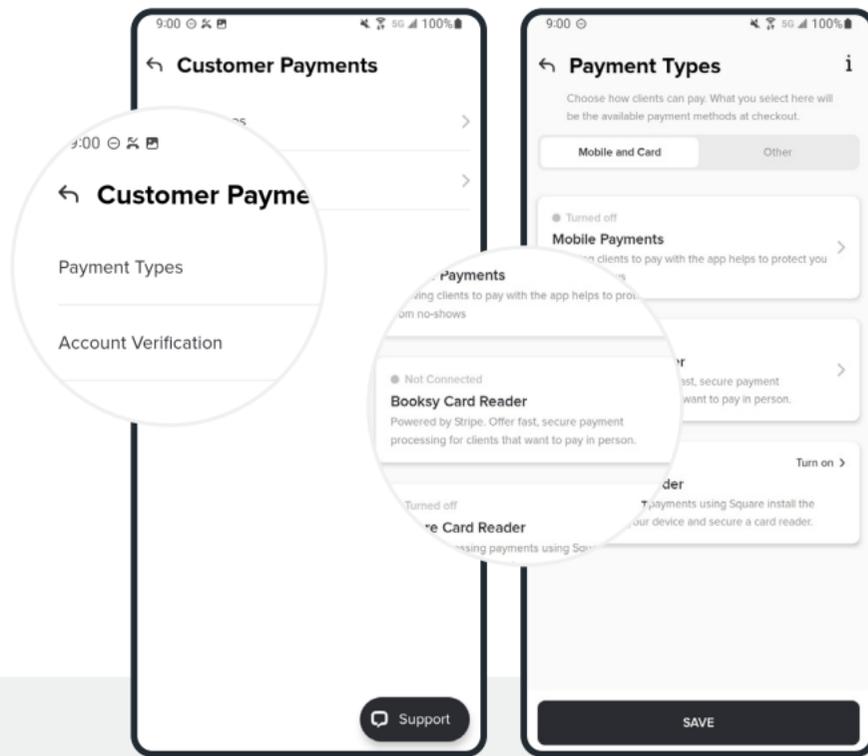
Connect to Booksy App

Go to **Settings** > **Customer Payments**



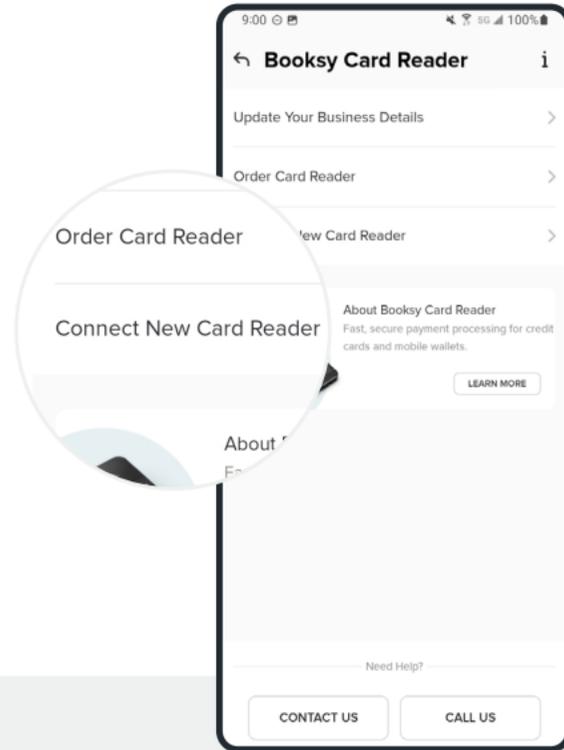
Connect to Booksy App

Go to **Payment Types** › **Booksy
Card Reader**



Connect to Booksy App

Tap **“Connect New Card Reader”**



Booksy App Will Guide You

Follow the in-app instructions to pair your Card Reader to Booksy.

Software update may begin when finalizing connection to the Booksy App. Allow the update to finish for successful connection.



Troubleshooting

Try powering the Card Reader off and on, and restart the connection process in the Booksy App.

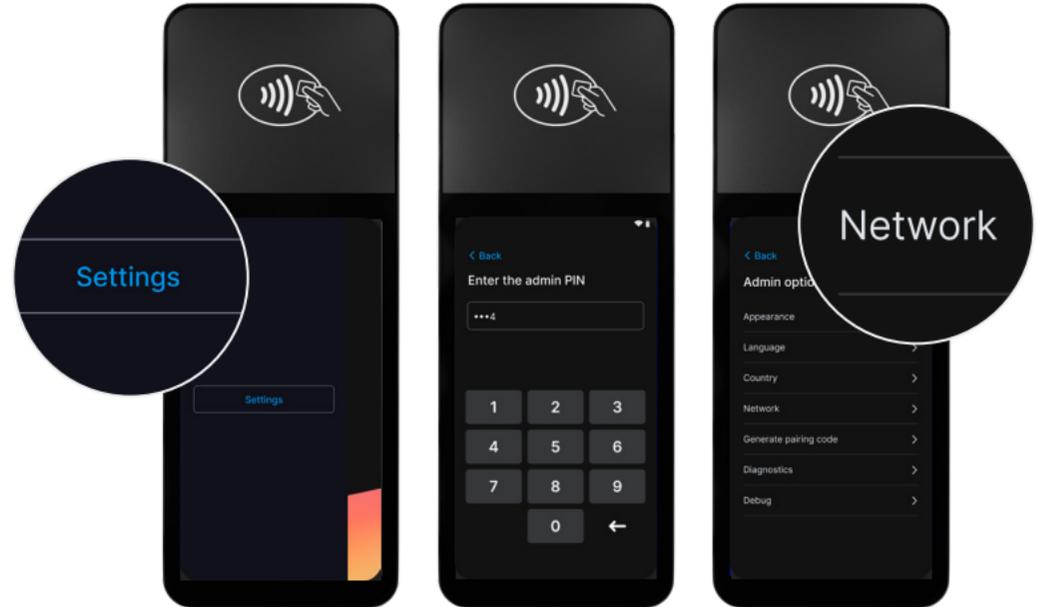
Need more help? Check the FAQ and Setup Guides.



Last resort, contact our Support Team via chat or at info.us@booksy.com

To Edit WiFi Connection *(If Necessary)*

Swipe right on the Card Reader screen. Enter the Admin PIN **0-7-1-3-9** and tap Network.



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