




Square Terminal

Getting Started



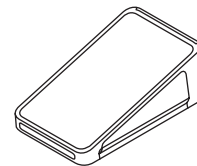
| | | | | | |
|---|---------------------------------------|--|--|---|--|
|  Square 1455 Market Street, Suite 600, San Francisco, CA 94103 | | | | CONTRIBUTORS | APPROVALS |
| PROJECT | DELIVERABLE GSG - US - 8 pages | | INKS 1/1 + Anti-scuff Matte AQ | COPYWRITING <input type="checkbox"/> Approved <input type="checkbox"/> Changes | CREATIVE <input type="checkbox"/> Approved <input type="checkbox"/> Changes |
| DESIGN | SIZE | Flat: 343mm x 77.8mm Folded: 171.5mm x 77.8mm |  +  | | |
| PRODUCTION | MATERIAL | Text: 128g C2S | | | |
| PART # | M-LIT-0184 | FINISHING | Diecut, score, fold, staple | EDITING <input type="checkbox"/> Approved <input type="checkbox"/> Changes | LEGAL <input type="checkbox"/> Approved <input type="checkbox"/> Changes |
| REV | -04 | VENDOR | RRD China | LOCALIZATION <input type="checkbox"/> Approved <input type="checkbox"/> Changes | PMM (MARKETING) <input type="checkbox"/> Approved <input type="checkbox"/> Changes |
| VERSION | M03 | MODIFIED | September 24, 2018 11:22 AM | IMAGING <input type="checkbox"/> Approved <input type="checkbox"/> Changes | COUNTRY MANAGER <input type="checkbox"/> Approved <input type="checkbox"/> Changes |
| FILE NAME | | | M-LIT-0184-04_T2_GSG_8-pages_US_M03 | | |
| | | | PRODUCTION NOTES Adhesive ————— Dieline ————— Perf ————— | | |
| | | | REV NOTES <i>REV-02 (06/18): DVT</i> <i>REV-03 (09/17): MP</i> | | |

Thanks for choosing to sell with Square Terminal

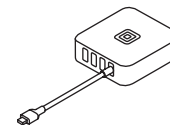
Start by pushing the power button located on the lower-left side of Terminal until the Square logo appears on the screen. Follow the steps on screen to connect to the internet, and then sign up for a new Square account or sign in to your existing account.

More information about getting started is also available at square.com/go/terminal-guide.

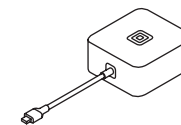
What's in the box



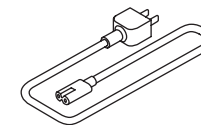
Square Terminal



Accessory hub



Power adapter



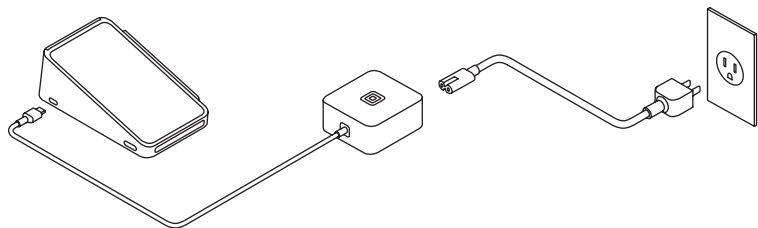
Power adapter cable



Receipt paper

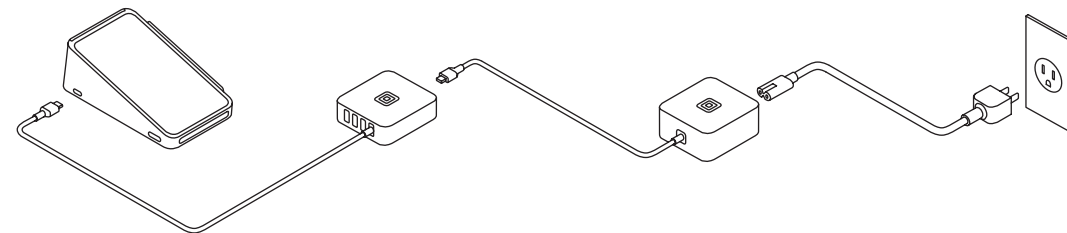
Charging your Terminal

Terminal has a rechargeable battery so it doesn't always need to be plugged into a power outlet. When the battery is running low, simply charge it up.



- 1 Plug the power adapter into Terminal.
- 2 Plug one end of the power adapter cable into the power adapter.
- 3 Plug the other end into a power outlet.

Setting up Ethernet and accessories (optional)

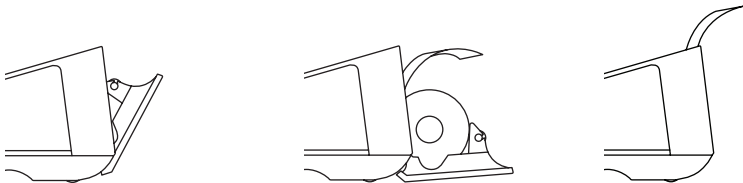


- 1 Plug the accessory hub into Terminal.
- 2 Plug accessories into the USB ports. For a wired internet connection, plug in an Ethernet cable.
- 3 Plug the power adapter into the accessory hub.
- 4 Plug one end of the power adapter cable into the power adapter and the other end into a power outlet.

To learn more about accessories and connecting to the internet, go to square.com/go/terminal-guide.

Loading receipt paper

Make sure you position and orient the roll exactly as shown in step 2. When tearing off a receipt, tear down toward the screen.



- 1

Open the printer door located just above the screen.
- 2

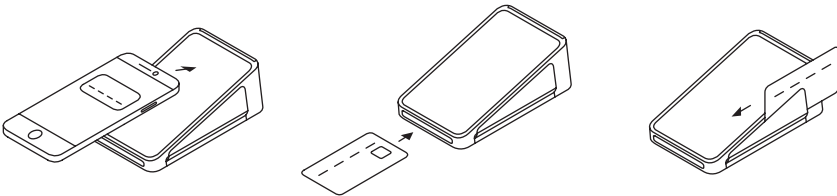
Unroll about an inch of paper from a new roll. Put the roll in the printer as shown above.
- 3

Align the paper with the feed slots, and then close the printer door. Tear off the excess paper.

To view compatible receipt paper and to reorder, go to square.com/go/terminal-paper.

Taking payments

Terminal lets you accept all major cards and contactless payments. To take a payment, ring up the sale and tap **Charge**.



- Tap**

Hold the device or card near the screen to trigger payment.
- Dip**

Insert the chip card into the slot with the chip facing up.
- Swipe**

Swipe the card with the magnetic stripe facing Terminal.

To learn more about taking payments, go to square.com/go/terminal-guide.

HELP AND SUPPORT

Read our FAQ, learn more about compatible accessories, and get troubleshooting support at square.com/go/terminal-guide.

HARDWARE WARRANTY

You're covered from defects for up to one year under a limited warranty. See square.com/warranty.

FREE 30-DAY RETURNS

Square offers a 30-day, risk-free return policy for all purchases made from square.com/shop. Simply go to square.com/returns so we can make things right. After a return is complete, a refund will be credited back to you.

REGULATORY INFORMATION

You can view regulatory information for Square Terminal by going to **Settings > General > About Terminal > Regulatory**. To view FCC information, go to **Support > Legal > Hardware Disclaimer**. This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Square Terminal - SPD1-01

Square, Inc., 1455 Market St., Ste. 600, San Francisco, CA 94103

square.com/help



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