

Tools to help you purchase your POS System

Purchasing any technology can be confusing, and this applies to the purchase of a point-of-sale (POS) System. This document will provide you with a checklist of questions and information you should have discussed and/or documented before or as part of your purchasing process. The first document is a checklist of questions you should ask, and the second is a definition of terms for your purchase agreement. Both of these documents will help protect you and your business and help ensure that you make an appropriate purchase from a qualified POS Systems provider. It is intended to clarify the terms of your agreement and avoid any misunderstanding on the scope or services and terms of the purchase agreement.

The “Definition of Terms for the POS Purchase Agreement Terms” can:

- ▶ Help ensure that you and your POS Systems Provider review all aspects of your purchase and that your POS System Provider provides you with straightforward information.
- ▶ Ensure that you review all aspects of your purchase including the key components of Infrastructure, Hardware, Applications Software, Services, and Support Services.
- ▶ Help you understand the terms for purchasing, supporting, and upgrading the system and ensure there are no hidden or surprise costs for purchasing, supporting, or upgrading the hardware, software, and services such as payment processing.
- ▶ Ask your POS Systems Provider to include the Definitions of POS Systems Purchase Terms as an addendum to your purchase agreement.

The goal of this document is to provide clarity to all written and verbal agreements between the POS Systems Provider and the Merchant. It is divided into two parts. The first part defines terms used in the Contract document between the Restaurant and the POS Systems Provider. The second part defines the specific parties and services covered by your contract with the POS Systems Provider.