How to sell EBT Tokens and SNAP Market Match Vouchers at the Market Booth

1. **TELL THE CUSTOMER:** For every dollar spent on the EBT card we can double it with SNAP Market Match Vouchers, but only up to $25 per day.
2. ASK how much they want to charge on the card, enter that number into the card reader, select EBT, follow prompts & swipe the card.
3. **HOLD THE CARD:** While they enter their pin
4. FILL OUT a line on the green SNAP Match Tracking Form, then return their card.
5. **COUNT OUT CURRENCY:** Red $1 tokens and vouchers. Do not use green tokens for EBT!
6. YOU MUST ALWAYS print a receipt for the customer
7. SAVE the merchant receipt in the cash box.
8. ASK if they have never used EBT at the market. If they have not, show them the **Eligible Foods** Cheat Sheet
9. AFTER MARKET ENDS, select “FUNC” then “Batch”. Staple the receipt that gets printed to the front of all receipts from that day.