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# RECTRAC 3.1 GOLF RAIN CHECK PROCEDURES

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## Table of Contents:

- Section 1: [Golf Rain Checks Overview](#)
- Section 2: [Issuing a Golf Rain Check](#)
- Section 3: [Redeeming a Golf Rain Check](#)

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# RecTrac 3.1 Golf Rain Check Procedures



## RecTrac 3.1 Golf Rain Checks - Overview

Courses will issue rain checks to golfers in the event of bad weather or other reasons determined at the course. Rain checks act as a voucher for the customer and can be used towards future play. These rain checks have no monetary value and must be presented upon the customers return in order to be validated for play.

Rain checks can be given for rounds, carts rentals, rental clubs etc. Expiration dates may vary. This is at the courses discretion.

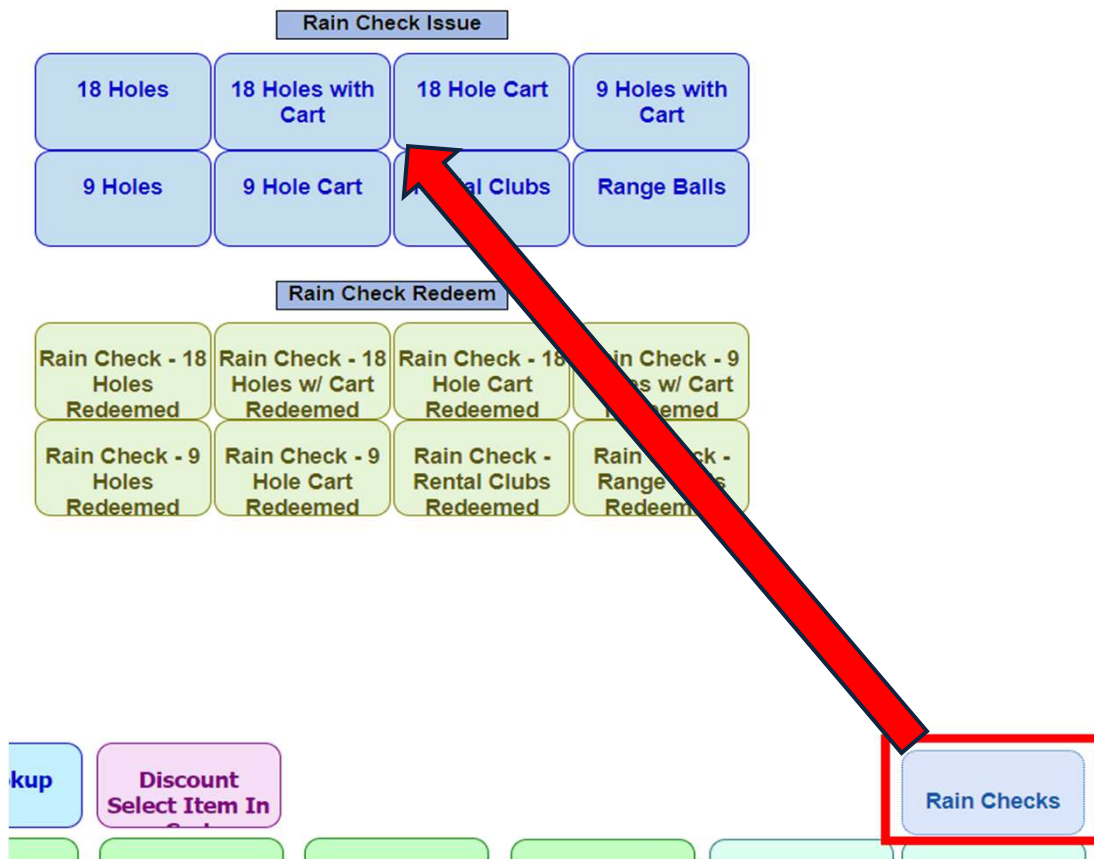
**Note:** The following procedures apply to all play including punch card holders.

## RecTrac 3.1 Issuing a Golf Rain Check

Step 1: Access the 'Rain Check' screen in the POS. The screen will have two sections:

Rain Check Issue – Buttons used to issue rain checks for different options allowed at your course.

Rain Check Redeem – Buttons used when a rain check is being redeemed to check the golfer back in.



# RecTrac 3.1 Golf Rain Check Procedures



## RecTrac 3.1 Issuing a Golf Rain Check cont.

Step 2: Select the applicable Rain Check Issue button. In this example, we will be issuing an '18 Holes with Cart' Rain check. You will be prompted to enter in the customers name. Then press continue.

**18 Holes with Cart (SE0028-16-214-R02) for CNIC ZDaily Sales Account (Purchase)**

Questions

Player Name \* ⓘ


At this point, you can finish the transaction. A receipt will print along with a rain check chit that the customer will need to keep and use when they want to redeem their rain check.

CNIC ZDaily Sales Account	
Description	Ext Price
18 Holes with Cart	0.00
Access Tickets:4	
Special Questions:	
Player Name: John Smith	
Total New Fees	0.00
<b>Total Due</b>	<b>0.00</b>
Total Fees Paid	0.00
<b>Total Paid</b>	<b>0.00</b>

**Receipt # 158693**

**NAS Jacksonville Golf Rain Check**  
18 Holes with Cart  
Rain Check#: A4  
Issued to:  
John Smith  
Issued on: 03/15/2021  
Expires: 06/13/2021

**NAS JACKSONVILLE GOLF CLUB**



Not transferable to cash.  
Redeemable for original purchased item only.

# RecTrac 3.1 Golf Rain Check Procedures



## RecTrac 3.1 Golf Rain Check Redemption

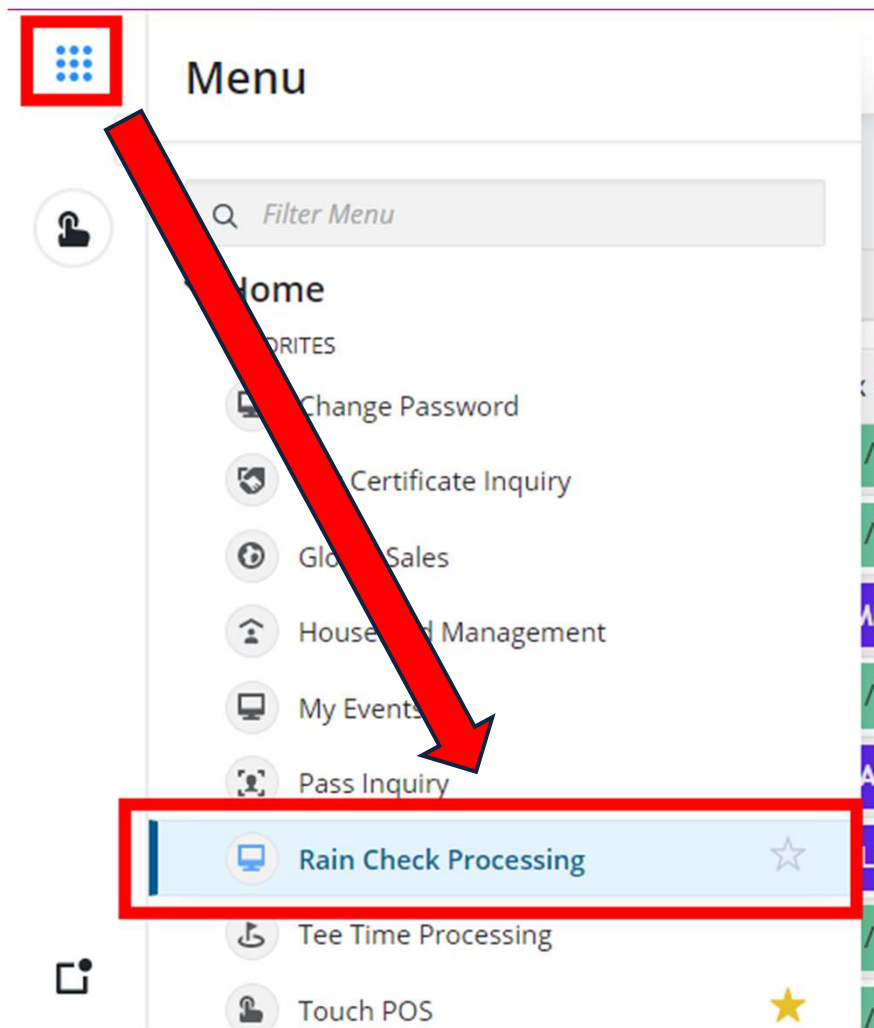
There are two parts to checking in a golfer that is redeeming a rain check.

Part 1: Validating the rain check and marking it as "used" in the system.

Part 2: Using the rain check redeem buttons to check the golfer in.

### Part 1: Rain Check Validation

Step 1: Access the menu button in the upper left and select 'Rain Check Processing' under the Home menu. This will open up a new tab in RecTrac 3.1 for 'Access Ticket Check-In'.



# RecTrac 3.1 Golf Rain Check Procedures



## Part 1: Rain Check Validation cont.

Step 2: Scan the barcode on the rain check chit into the box under 'Enter An Access Ticket'. OR, manually key in the 'Rain Check#' and press enter. In this example, we are typing in 'A4'.

The screenshot shows the 'Access Ticket Check-In' interface. At the top, there are two tabs: 'TeeSheet - No Household' and 'Access Ticket Check-In'. Below the tabs, the title 'Access Ticket Check-In' is displayed. A red box highlights the 'Enter An Access Ticket' section, which includes a text input field containing 'A4'. Below this, there is a 'Ticket Information' section and a 'Ticket Status' section with an information icon.

If the rain check is valid, your screen will look very similar to the screen shot below. Click the tab to go back to the tee sheet to continue the rain check redeem process.

This screenshot shows two parts of the interface. On the left is the 'Ticket Information' section, and on the right is the 'Access Ticket Swipes' table. The 'Ticket Status' in the left section is highlighted with a red box and shows 'Ticket: 4 ==> Good'. The 'Access Ticket Swipes' table has the following data:

Access Ticket	Time Used	Original Visits	Visits Left	Status	Valid Swipe ...
4	13:55	1		USED!	03/15/2021 @...

If the rain check has already been used or has expired, you will see a message about this, similar to the screen shot on the right.



This screenshot shows the 'Ticket Information' section. The 'Ticket Status' is highlighted with a red box and shows 'Ticket: 4 ==> !!! Fully Used !!!'. Below it, the 'Sold Date/Time' is shown as '03/15/2021 At 13:38'.

# RecTrac 3.1 Golf Rain Check Procedures



## Part 2: Rain Check Golfer Check In

Step 1: After validating that the rain check the customer is presenting is valid (Part 1), continue to check them in normally. Enter them into the tee sheet (if they weren't already) and select 'Other Play'. Then access the touch POS tab and go back to the rain check screen.

**Rain Check Issue**

18 Holes	18 Holes with Cart	18 Hole Cart	9 Holes with Cart
9 Holes	9 Hole Cart	Rental Clubs	Range Balls

**Rain Check Redeem**

Rain Check - 18 Holes Redeemed	Rain Check - 18 Holes w/ Cart Redeemed	Rain Check - 18 Hole Cart Redeemed	Rain Check - 9 Holes w/ Cart Redeemed
Rain Check - 9 Holes Redeemed	Rain Check - 9 Hole Cart Redeemed	Rain Check - Rental Clubs Redeemed	Rain Check - Range Balls Redeemed

Buttons: **kup**, **Discount Select Item In**, **Rain Checks**

Select the applicable rain check redeem option for this customer. In our example, our rain check was for 18 holes with a cart. Pressing the particular redeem button will ring up a round and cart check in. Now complete the transaction normally.

HH Lookup   Add HH   HH Reset

Total Due	Description	Qty
\$ 0.00	Rain Check - 18 Holes Rede...	1.00
\$ 0.00	Rain Check - 18 Hole Cart Re...	1.00

Total Due \$ 0.00

Update From Cart   Remove

Empty Cart   Finish   \$0.00 Payment