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(877) 682-7262 Toll Free

Point-of-Sale Equipment Cleaning Instructions

How to clean Point-of-Sale equipment and electronics

Alliance Bancard Systems recommends you sanitize your terminals daily to minimize the spread of bacteria and germs.

Supplies needed:

- Soft lint-free cloth, such as a lens cloth or microfiber towel.
- Business card (or card stock paper)
- Isopropyl alcohol (60% to 90%) or alcohol wipes

To disinfect:

1. **Unplug all cables** and turn OFF your device.
2. **Wash your hands thoroughly** with soap and apply hand sanitizer prior to handling the device and cleaning supplies.
3. **Wipe in circular motions** with alcohol wipes or microfiber cloth dampened with isopropyl alcohol (60%-99%).
4. Dampen a business card with alcohol and **gently run through the card readers and other small areas**. (Do not saturate!) *Call Alliance Bancard Systems to purchase POS cleaning cards.*
5. **Allow the device to dry thoroughly** before plugging in cables or powering it on.

Caution:

- Touchscreen glass has an anti-fingerprint oil repellent coating. Cleaning products and abrasive materials will diminish the coating and might scratch the surface.
- Do NOT use solvents, bleach, detergents, abrasive cleaners, harsh cleaning solutions.
- Do NOT spray, coat, or pour any disinfectant or liquid directly on devices.
- Do NOT use compressed air.
- Avoid getting moisture in openings or seams of the device.

If you can't clean it, COVER IT!

1. **Cover the keypad and/or touchscreen display on your POS device with cellophane (or Cling Wrap) or a clear plastic bag.**
 - Change daily.
 - Do not cover cables.
 - Allow your equipment to vent so it does not heat up.
2. **Purchase a spill cover or screen protector.**
 - Call Alliance Bancard Systems at (877) 682-7262 to order a spill cover or screen protector for your device.

THANK YOU for choosing Alliance Bancard Systems as your trusted partner to take care of your business needs. It is our privilege to provide you personalized services and competitive pricing. Please recommend us to other business owners. We appreciate your referrals!





POS Equipment Cleaning Instruction Cards

(Cut the below instruction cards and place one at every electronic device.)

POS EQUIPMENT CLEANING INSTRUCTIONS

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