PAX A35



External Setup

Flip the **PAX A35 POS Terminal** over, resting on the screen.
Plug the **Communication Cable** into the USB-C Port located at the back of the terminal.
Plug the **USB-C Cord** into the Communication Cable's triangular hub.
Connect the **AC Power Adapter** to the **USB-C Cord.**
Plug the **AC Power Adapter** into the Outlet.
Place the **Back Cover** onto the device.
The Back Cover has two screws for security.

Connectivity Issues

Connection Option #1 – Connect Via Wi-Fi

Power the device on.
Open the **Settings** app.

Input the password – **pax9876@@**.
Click the **Green Check Box**.
Select **Ok**.
Select **Network & Internet**.
Select **Wi-Fi**.
Select the **Wi-Fi Network** from the list of available options.
Enter in the **Wi-Fi Password**.
Select **Connect**.
Connection Option #2 – Connect via Ethernet

The **Ethernet Cord** can plug into the **Red Port** on the Communication Cable.

Run a Sale

Open the **WSP Link App** on the PAX A35 POS Terminal.
On a web browser, log-in to **iQ Pro.**
Select **Virtual Terminal** on the left-hand side navigation bar.
Select the **Terminal** tab.
Enter in the **Sale Amount**.
Choose **Yes** or **No** on Signature Required.
Select **Submit**.
The PAX A35 POS Terminal will prompt the customer to **Tap, Insert, or Swipe** their card.
Information can also be **Manually Entered**.

16-Digit Card Number
Expiration Date
CVV
Zip Code
Customer may be prompted to **Sign**.
Select **OK**.
Screen will say **Transaction Successful** and return to the Powered by Sound Payments page.

Void a Transaction

Debit Transactions cannot be voided. Debit Transactions must settle and then be refunded. If needed, please manually settle the terminal to refund the transaction.

Open the **WSP Link App** on the PAX A35 POS Terminal.
On a web browser, log in to iQ Pro.
Select **Reporting** on the left-hand side navigation bar.

Select **Transactions** on the left-hand side navigation bar.
Select the **Three Dots** under the Action Header of the transaction you'd like to void.
Select **Void Transaction**.
Select **Void**.
The PAX A35 POS Terminal will say **Transaction Successful**, indicating that the transaction was voided.

Manual Settlement

Log in to **iQ Pro**.
On the left-hand navigation bar, select **Manage**.
Select **Terminals**.
Select the **Yellow Pencil** icon next to the device.
Select **Settle**.
Page will automatically refresh to the Settlements Page.

Refund a Debit Transaction

Settle the PAX A35 Terminal **Manually**.
Select **Reporting** on the left-hand side navigation bar.
Select **Transactions** on the left-hand side navigation bar.
Select the **Three-Dots** under the action header.
Select **Refund**.
Enter in the **Amount** you wish to refund.
Select **Ok**.