

## Reconciling Sales Batches in Rose with Net Sales in Square

Learn how to reconcile sales batch totals in Rose vs net sales in Square.

1. Login to your Square Dashboard and click Home.

≡	Home			o		۹	ත <mark>්</mark> අ	8	Perki	ins Investr
qui	ck access Edit	Location Clothing Store	Date Jun 27							
Æ	Customer directory	Welcome back. You have an upco	ming transfer of \$129.	53.						
a I	Reports Balance	Transfer \$138.17 now	Start a marketing campaign	Take a payment	Send an invoice	~				
5	Invoices									
۵	Online	Key Metrics vs. Prior Thursday								
*	Team	Net Sales \$2,171.75		▲ 31.55%	Average Net Sal <b>\$41.76</b>	D				▲ 31.5
Ĩ	Inventory Management	Transactions 52		▲ 0.00%	Total Inventory V \$0.00	falue				
0	Account & Settings									
畲	Loans	Customers			Payment Ty	pes				
₽	Transactions	Total customers		42	by Gross sales					
0.	Contracts	Returning customers		34						
8	Appointments	Avg. visits per customer		1.02		81%				18%
E	orders	Avg. spent per visit		\$50.36	Card				\$1,86	2.87

2. Then select the date from the **Date Picker**.

Reports												⊡							۹	Q	<b>¢</b>	Ē	1	Perkins	Investr
Reports 🗸	<	06/27/	2024 ^	· >		All Day ~		3 locat	tions 🗸	Summa	iry ~	Display By 🗸	F	ilter By 🗸											0
Appointments reports 🗸										Today															
Inventory reports 🗸	Ju	< S	м	Т	une 20	т	F	s	Y	roday															
Square Online reports 🗸		2.6						1																	
Disputes	TIME	2	3	4	5	6	7	8	т	This week	hurse	day the previous	year.											JUN	27, 202
Cash drawers	See n	9	10	11	12	13	14	15	L	ast week.															
Activity log	\$1,50	16	17	18	19	20	21	22	TÌ	his month				~											
Settings 🗸	\$50	23 30	24	25	26 3	4	28 5	29 6	La	ast month		~	~	$\langle \rangle$	>		$\bigcirc$	$\sim$	8	~					
	\$4 12	START				END			1	This year	8	10		12 pr	m	2		4		6			8	•	10
	Sale	0	6/27/20	124		06/	27/202	4	L	Last year															
	Gro	ss Sales																							\$3,7€
		Items																							\$3,76
		Service	Charge:	5																					4
	Retu	urns																							1
	Disc	ounts & C	Comps																						(\$38
	Net	Sales																							\$3,38

3. Scroll down to where you see **Net Sales**. That is the sales amount that you want to match in Rose.



=		SEARCH ALT	TER COMPLETE	BATCH POST SINGLE		E-READ SALES B	BATCH BATCH	DELETE								SALES					
LOCATION V				CATEGORY V							CATEGORY.DESCRIPTION										
QUANTITY	UANTITY SOLD.PRICE			PAYOUT	PRICE		FEES			CARD	FEE				RECOVER CARD.FEE						
CONSIGNOR % COST			NOTES	NOTES																	
SAVE CHANGES	SAVE CHANGES POST ITEM DELETE ITEM SALE																				
CLEAR SEAR	сн		SEARCH													C RE	ECOVER ALL	CARD.FEE			
00	19:42:29	UZqm3u5VknHlE 95850	1Ph3YTkYa9eV-	Glassware 19274	19274	JUDE KAREN	Glassware	Glassware	02	FURNITURE	1	3.80	0.00	0.00	CASH		40.00	SOLD			
60	19:42:29	UZqm3u5VknHlE 66217	1Ph3YTkYa9eV-	Cookware 12111	12111	SWINEY BONNIE	Cookware	Cookware	02	FURNITURE	1	3.80	0.00	0.00	CASH		40.00	SOLD			
00	19:45:49	E7ZNWw6ZPJtQ 98462	I7YPjFA6EneV-	Bedding 4			Bedding	Bedding	02	FURNITURE STORE		14.98	0.00	0.34	CARD		0.00	SOLD			
60	19:45:49	E7ZNWwbZPJtQ 83714	17YPjFA6EneV-	Miscellaneous 28218	28218	ROBERTS JOANI	Miscellaneous	Miscellaneous	02	FURNITURE	1	40.00	0.00	0.91	CARD		40.00	SOLD			
60	19:46:58	AN1cfosGy8y7hE 76141	7k46sp43eeV-	Miscellaneous 9252	9252	RIFFE TONYA	Miscellaneous	Miscellaneous	02	FURNITURE	1	7.98	0.00	0.00	CASH		40.00	SOLD			
60	19:55:53	2/WwK7gnAPfsh 96709	oklqVpA9ypeV-	Miscellaneous 25423	25423	WHITE NANCY	Miscellaneous	Miscellaneous	02	FURNITURE	2	3.17	0.00	0.07	CARD		40.00	SOLD			
	19:55:53	2/WwK7gnAPfshoklqVpA9ypeV- 40933		Dishes 8142	8142	FAULKNER	Dishes	Dishes	02	FURNITURE	1	1.53	0.00	0.03	CARD		40.00	SOLD			

4. If they don't match, click **"Alter"** for the selected sales batch to look for any red faulted sales.

=	(	SEARCH ALTER COMPLET	E BATCH POST SINGLE	ENTRY	RE-READ SALES E	MATCH BATCH	DELETE							, UII						
EDIT SALES B	ATCH - 2024	10627 - 06-27-2024		ACCOUNT	r			CONSIGNOE												
SEARCH CON	TRACT/SKI	E7ZNWvvbZP	JtQI7YPiFA6EneV-984	4				LOST, TAC	s											
LOCATION V				CATEGOR	w 🔻			CATEGORY, DESCRIPTION												
FURNITURE STORE			BED3				BEDDING3													
QUANTITY		SOLD PRICE		ACC-	ACCESSORIES			CARD.FEE												
1		14.98		AILS -	Bed Rails		0.34 RECOVER CARD FEE													
CONSIGNOR %		COST		AL - A	DITIONAL STO	IRE														
40	40 0.00				BAR STOOL															
SAVE CHANG	ES POST I	TEM DELETE ITEM SALE		BAS - E	BASKET BATH SET															
				BB - BO	DYS BOTTOMS															
CLEAR SE	EARCH	SEARCH		BBS - E	BOYS BOTTOM	S SHORTS									R	ECOVER ALL	CARD.FEES			
	_		1	BCJ - E	BOYS COAT					1				_						
	19:32:20	279151334	CASTOR OIL FRAICHE	BED - E 27915	RICE	WAM	MAKEUPBEAUTY PRODUCTS	01	STORE	1	4.99	0.80	0.00	CASH		40.00	SOLD			
	19:35:12	137393348	RIPPED STYLE AMERICAN EAGLE	13739	GUSSLER	WBS	WOMENS SHORTS	01	CLOTHING STORE	1	10.99	1.00	0.25	CARD		40.00	SOLD			
	19:35:12	294782170	515 SHORT LEVIS	29478	MOORE	WBS	WOMENS SHORTS	01	CLOTHING STORE	1	14.99	1.00	0.34	CARD		40.00	SOLD			
	19:42:29	UZqm3u5VknHIE1Ph3YTkYa9eV- 36601	Glassware 24686	24686	MCDONALD DAVID Glassware		Glassware	02	FURNITURE	1	1.50	0.00	0.00	CASH		40.00	SOLD			
		UZqm3u5VknHlE1Ph3YTkYa9eV- 96821				Miscellaneous	Miscellaneous		FURNITURE								SOLD			
	19:42:29	UZqm3u5VknHIE1Ph3YTkYa9eV- 21121	Glassware 19120	19120	SKAGGS MICHELLE	Glassware	Glassware	02	FURNITURE	1	6.06	0.00	0.00	CASH		40.00	SOLD			
	19:42:29	UZqm3u5VknHIE1Ph3YTkYa9eV-	Miscellaneous 29154	29154	HUDDLESTON	Miscellaneous	Miscellaneous	02	FURNITURE	1	1.50	0.00	0.00	CASH		40.00	SOLD			

- 5. Add the Consignor Account number, or known SKU, and category code and category name.6. Click the "Save Changes"
- 7. Now select "Complete Batch Post" to complete.