Setting the Time & Date on Your Card Reader

Verifone VX520

1. From the Sale/Refund/Void screen, press the green ENTER button
2. Press the F2 button to the right of 'SETUP'
3. Enter in the password, 1 alpha alpha 66831 ENTER (the alpha key can be found right above the number 2)
4. Scroll down by selecting the first purple key from the left key until you see 'Date/Time', then press the button next to 'Date/Time'
5. Enter the date using the format shown on the screen, then press ENTER (ex: October 28th, 2020 would be 10282020)
6. Enter the current time in military time, then press ENTER (ex: 2:30pm would be 143000)
7. Press the red key twice to return to the sale screen – you should see the new date and time reflected on this screen