



Fresh. Canned. Dried. Frozen.
It's **HIP** to be healthy!

How to perform a HIP transaction: MobileMarket+

Vendor Login/Changing User

Step 1: Push **HOME** key.

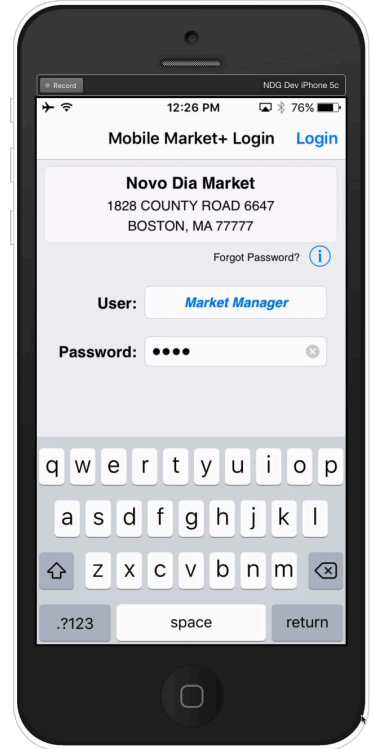


Step 2: Select Mobile Market+ App.

Step 3: Tap **WHITE BOX** next to **USER** and select **USER** by tapping your merchant/vendor name.

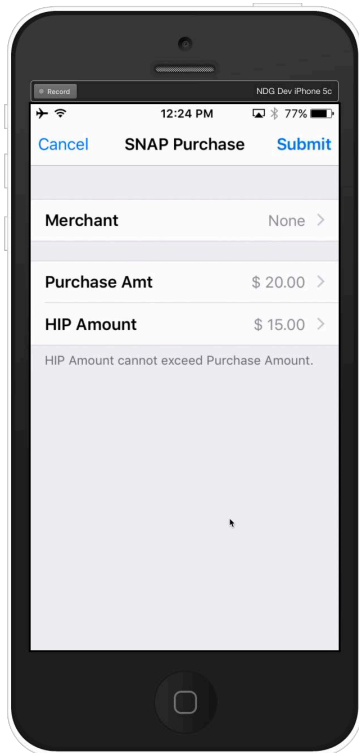
Step 4: Enter password.

Step 5: Tap **LOGIN** (highlighted in blue) in upper right corner.



Processing a SNAP and HIP transaction

Step 1: After you login, the **TRANSACTIONS** screen will appear.



Step 2: Select **SNAP PURCHASE**.

If the **TRANSACTIONS** screen does not appear, tap **TRANSACTIONS** icon located at the bottom left corner of the screen.

Step 3: Swipe or enter the card number and tap **NEXT**.

Step 4: Ask the **SNAP** participant to enter their **PIN** and tap **NEXT**.

Step 5: Select or tap **PURCHASE AMT** enter total, and tap **NEXT**.

Step 6: Select or tap **HIP** amount, enter total, and tap **DONE**.

Step 7: Tap **SUBMIT** and tap **YES** to continue with the transaction.

A customer receipt will automatically print. Copies of the receipts are saved onto the device for your own records, and can be accessed within 30 days from the date of the transaction.

Step 8: Tap **DONE** if the transaction is complete and the **TRANSACTION** main screen will appear again.

Questions about HIP at Farmers Markets, farm stands, mobile markets, or CSAs call the DTA HIP call-line: **1-888-987-4487**.

For online MobileMarket+ customer service email: support@novodiagroup.com.

For equipment issues with your Mobile Market+ device please contact our support number: 888-377-7884.