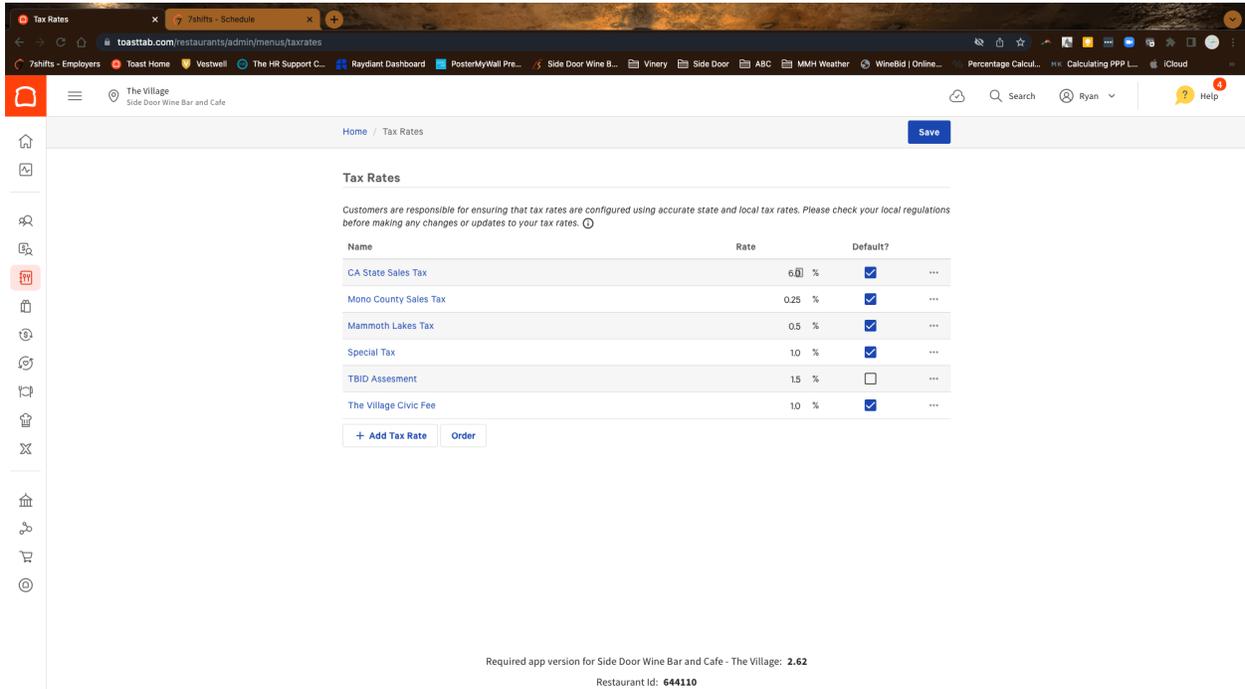


# Toast Setup for ML TBID

- If TBID Assessment was set up as a 'tax' within (Toast Menu > Tax Rates) to be applied to the gross receipt, then that should be deactivated.

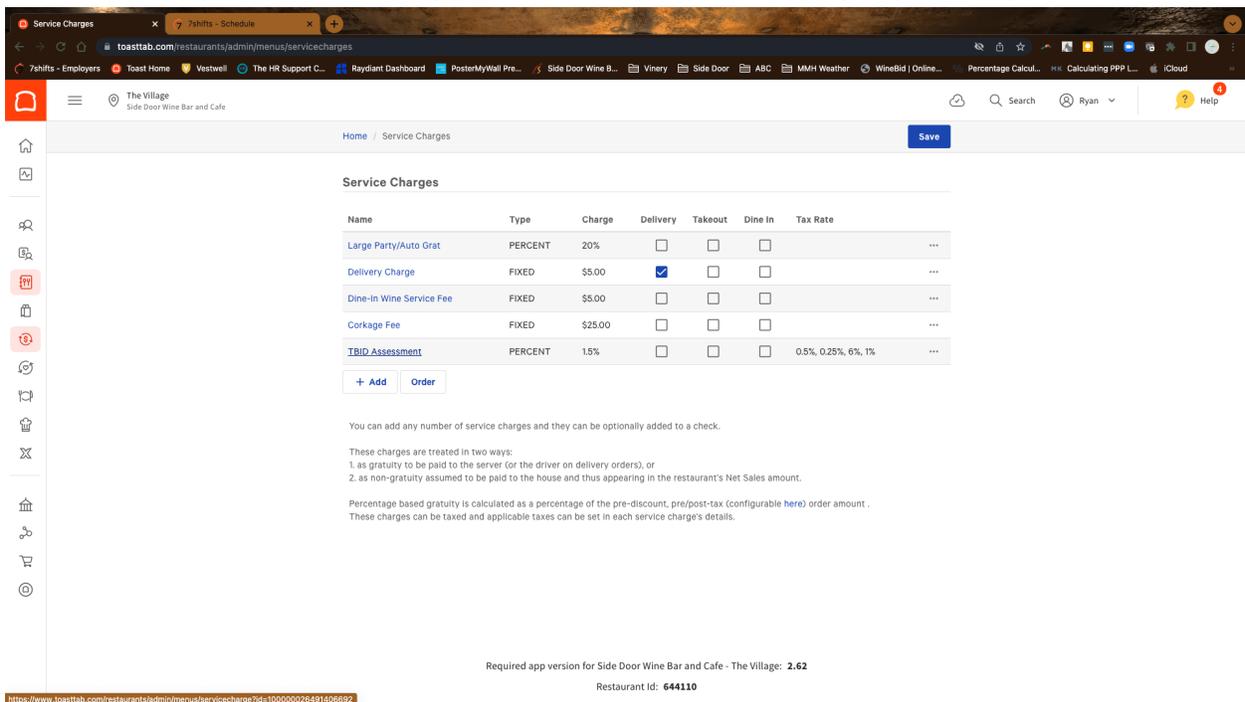


The screenshot shows the 'Tax Rates' configuration page in the Toast admin interface. The page title is 'The Village Side Door Wine Bar and Cafe'. The 'Tax Rates' section contains a table with the following data:

Name	Rate	Default?
CA State Sales Tax	6.0 %	<input checked="" type="checkbox"/>
Mono County Sales Tax	0.25 %	<input checked="" type="checkbox"/>
Mammoth Lakes Tax	0.5 %	<input checked="" type="checkbox"/>
Special Tax	1.0 %	<input checked="" type="checkbox"/>
<b>TBID Assessment</b>	1.5 %	<input type="checkbox"/>
The Village Civic Fee	1.0 %	<input checked="" type="checkbox"/>

Buttons for '+ Add Tax Rate' and 'Order' are visible at the bottom of the table. A note at the bottom of the page states: 'Required app version for Side Door Wine Bar and Cafe - The Village: 2.62 Restaurant Id: 644110'.

- The TBID Assessment should then be set up as a Service Charge with Toast (Payments > Settings > Service Charge). Create a new Service Charge by Clicking 'Add'.



The screenshot shows the 'Service Charges' configuration page in the Toast admin interface. The page title is 'The Village Side Door Wine Bar and Cafe'. The 'Service Charges' section contains a table with the following data:

Name	Type	Charge	Delivery	Takeout	Dine In	Tax Rate
Large Party/Auto Grat	PERCENT	20%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Delivery Charge	FIXED	\$5.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dine-In Wine Service Fee	FIXED	\$5.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Corkage Fee	FIXED	\$25.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>TBID Assessment</b>	PERCENT	1.5%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0.5%, 0.25%, 6%, 1%

Buttons for '+ Add' and 'Order' are visible at the bottom of the table. Below the table, there is explanatory text: 'You can add any number of service charges and they can be optionally added to a check. These charges are treated in two ways: 1. as gratuity to be paid to the server (or the driver on delivery orders), or 2. as non-gratuity assumed to be paid to the house and thus appearing in the restaurant's Net Sales amount. Percentage based gratuity is calculated as a percentage of the pre-discount, pre/post-tax (configurable here) order amount. These charges can be taxed and applicable taxes can be set in each service charge's details.' A note at the bottom of the page states: 'Required app version for Side Door Wine Bar and Cafe - The Village: 2.62 Restaurant Id: 644110'.

- Name it 'TBID Assessment' or something similar to your business needs.
- Set Charge Type to 'Fixed Percent'
- Set Charge Type to '1.5' %
- Set Apply After Amount Threshold to '00.1'. This will have it automatically applied whenever there is an item added to the bill/receipt.
- Set Assign to check owner (Gratuity) to 'No, Assign the fee to the restaurant'. This will keep it separated from any Gratuity and paying the amount to employees.
- Set Taxed? to 'Yes'
- Still Researching the correct setting for 'Calculated on pre-discount or post-discount total?'

The screenshot shows the 'Basic' configuration page for a service charge in the Toasttab system. The page is for 'The Village Side Door Wine Bar and Cafe' and is titled 'Home / Service Charges / TBID Assessment'. A 'Save' button is visible in the top right corner.

The configuration details are as follows:

- Name:** TBID Assessment
- GUID:** 4d0beaf9-ce23-429e-b9f4-05e2a04bd2ce
- Number:** 10000026491406693
- Charge Type:** Fixed Percent (selected), Fixed Amount, Open Amount
- Charge Percent:** 1.5 %
- Apply After Amount Threshold:** \$ 0.01. Note: Apply this fee if the pre - discount amount of the check is greater than OR Equal to this amount.
- Assign to check owner (Gratuity)?** No, Assign the fee to the restaurant. (selected), Yes, Assign the fee to the owner of the check.
- Taxed?** Yes (selected), No
- Calculated on pre-discount or post-discount total?** Pre-discount Total (selected), Post-discount Total
- Delivery?** Yes

- Set Display to 'No'
- Set Takout to 'No'
- Set Dine In to 'No'
- Check the appropriate Taxes that would be applied to the TBID Assessment

The screenshot shows the 'Service Charges' configuration page in the Toast POS admin interface. The page is for 'The Village' restaurant. The breadcrumb trail is 'Home / Service Charges / TBID Assessment'. A 'Save' button is visible in the top right corner.

The configuration options are as follows:

- Delivery?  Yes  No
- Takeout?  Yes  No
- Dine-in?  Yes  No

**Taxes**

Applicable Taxes:

- CA State Sales Tax (6%)
- Mono County Sales Tax (0.25%)
- Mammoth Lakes Tax (0.5%)
- Special Tax (1%)
- TBID Assessment (1.5%)
- The Village Civic Fee (1%)

Required app version for Side Door Wine Bar and Cafe - The Village: 2.62  
Restaurant Id: 644110

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