

## **Instructions for Micros 2700**

### **Micros 2700 system:**

1. Insert the micros programming key and turn it to the right
2. Press [Shift] + [Enter]
3. Select [2-System Configurator]
4. Select [1-System]
5. Select [1-System]
6. Select [1-Overhead]
7. Select [3-Tax]
8. Select [2-Tax Tables]
9. Arrow over right twice to the [percent] field – enter new percentage
10. Press the [Page Dn] key to adjust all 4 tax rates if necessary
11. Press the [Shift] + [00] keys to exit the file and save your changes
12. Press [clear] twice to back up to the system overhead menu
13. Select [5-Broadcast [SYS]] to broadcast your changes.