

Create And Manage Family Bills

Powered by [guidde](#)



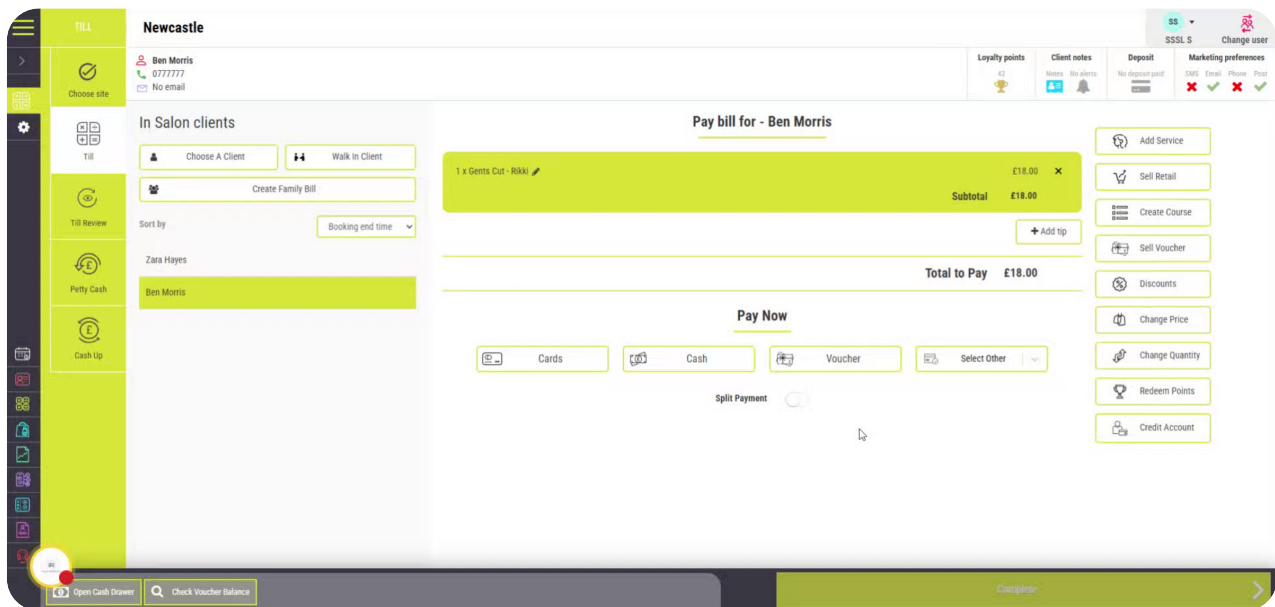
SALON MANAGER

This tutorial shows you how to create a family bill in Salon Manager. You will learn to merge multiple clients' bills into one for easier payment management.

Go to app.salonmanageronline.com

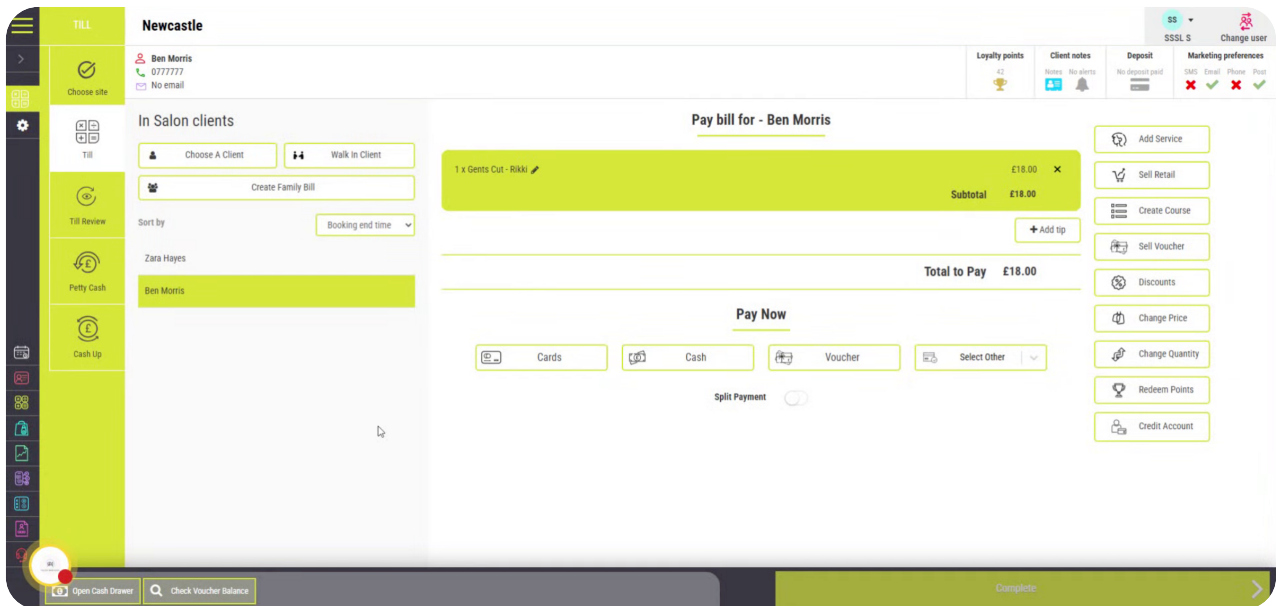
01 Introduce Family Bill Creation

Hello today I'm going to show you how to create a family bill in Salon Manager.



02 Select Clients For Family Bill

When you're in the till screen, if you have two clients that you wish to merge into a family bill in the In Salon Clients, you just need to click create a family bill here. Once you've clicked that, a new menu will appear. You can select the paying client on the left-hand side, and you can select the other clients that will be part of that bill on the right-hand side. If you have multiple clients, you can select more than one. Once you've selected them, you click confirm.



03 Confirm And Merge Bills

And this will merge both bills together, allowing you to pay a family bill, and everyone else is.

The screenshot displays a POS system interface for a business named 'Newcastle'. The top bar shows the user 'SS S' and a 'Change user' option. The main area is titled 'Pay bill for - Zara Hayes' and features a list of clients on the left and a bill summary on the right. The bill summary shows a subtotal of £61.00 and a total to pay of £61.00. Payment options include Cards, Cash, Voucher, and Select Other. A 'Split Payment' toggle is also visible.

Top Bar: SS S, Change user

Client Information: Zara Hayes, 7777777, No email

Client Status: Loyalty points: 0, Client notes: No notes, No alerts, Deposit: No deposit paid, Marketing preferences: SMS, Email, Phone, Post (all checked)

Left Sidebar: TILL, Newcastle, Choose site, In Salon clients, TILL, TILL Review, Petty Cash, Cash Up

Pay bill for - Zara Hayes

Client	Item	Price	Quantity	Total
Zara Hayes	1 x Ladies Cut - Samantha	£43.00	1	£43.00
Ben Morris	1 x Gents Cut - Rikki	£18.00	1	£18.00
Subtotal				£61.00

Total to Pay: £61.00

Pay Now

Cards, Cash, Voucher, Select Other

Split Payment: ☐

Right Sidebar: Add Service, Sell Retail, Create Course, Sell Voucher, Discounts, Change Price, Change Quantity, Redeem Points, Credit Account

Bottom Bar: Open Cash Drawer, Check Voucher Balance, Complete

This tutorial demonstrated how to create and merge a family bill in Salon Manager by selecting clients and confirming the combined bill for payment.

Powered by [guidde](#)