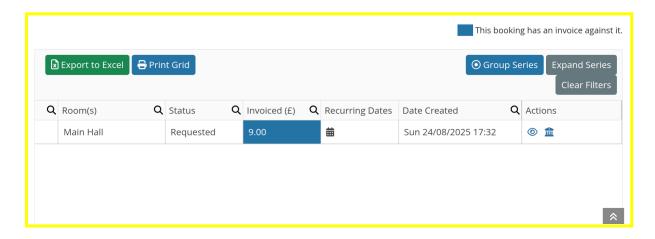
From September 1st all bookings MUST be paid for via SQUARE on Hallmaster.

## Log on to Hallmaster Click on Bookings



## Select Invoice ICON where it says Actions (next to eye)



## The invoice will display



You will see Invoice number and amount owed highlighted RED under Actions click on Square to pay.