



Rent Item

Rent Item runs a rental desk on a Clover device. You create rentable items, open an order with a deposit, and the app counts the time until you close the order. Checkout goes through the Clover Register.

\$1.99 / month

Free trial: 30 days

Clover POS (United States and Canada)

OVERVIEW

How it works

1 The rental catalogue is separate

Rentable items are kept in your PayPlaxe account with their own price type, not in Clover Inventory. Every Clover device in the store sees the same list. The app needs an internet connection: without one the **Inventory** tab stays empty and no order can be created or completed.

2 An order starts the clock

The order records the customer, the deposit, any extra items and the due date, and prints a QR receipt when **Use receipts:** is on. If stock is tracked, the item loses one unit at this moment.

3 The total comes from the elapsed time

The app charges every started unit at the item's rate, counted from the moment the order was created until you close it. A **Fixed** item charges its flat price instead.

4 An order has two screens

Tapping an order card opens **Order Details**, which shows the order and offers a reprint and a delete. Its **COMPLETE ORDER** button opens the **Complete Order** screen. That second screen is where the deposit is returned, the total corrected, the due date changed and the payment started.

5 The deposit goes back before checkout

On the **Complete Order** screen press **RETURN DEPOSIT (CASH)** or **RETURN DEPOSIT (TRANSACTION)** first. Cash leaves the drawer and is written to the Clover Cash Log. A card deposit is refunded on its own Clover transaction, and the app then offers to print the refund receipt.

6 Payment closes the order for good

COMPLETE ORDER on that screen hands the total to the Register, so rentals appear in normal Clover reports. Once the payment is taken the order is marked completed, the screen closes, and the card in the list no longer opens.

7 The rental terms are yours

The app tracks time, deposits and stock. Late fees, damage and the rental agreement itself stay between you and the customer, so keep your own paperwork.

The app never replaces the Clover Register — it adds to it. Payments, taxes and reporting stay in Clover.

FEATURES

What it does

01

Time-based pricing

Each item is priced **Fixed** or per **Seconds, Minute, Hour** or **Day**. The app charges every started unit: part of an hour counts as a full hour.

02

Rental inventory

Rentable items are created in the app and kept in your PayPlaxe account, separate from Clover Inventory. Every Clover device in the store sees the same list, and the app needs an internet connection to load it.

03

Two ways to import from Clover

CLOVER INVENTORY on the **Inventory** tab opens your Clover catalogue.

IMPORT on the **Edit Item** screen does the same from inside an item, and asks **Select Unit Of Measure** for a Per Unit item. Either way the item is stored only when you tap **SAVE**.

04

Stock modes

One store-wide setting in **Settings**: **Do Not Track, Available/Unavailable** or **Track Stock Count**. Creating an order takes one unit off the item; completing or deleting the order puts it back. You never mark an item busy by hand. Counts drift down today, because a unit is also subtracted whenever a running order is saved again, so recount before you trust a number. A count never goes below zero.

05

Deposits

Per order: **None**, **Set note**, **Add cash** into the drawer, or **Card (Create a transaction)**. A card deposit is not a hold. It is a normal Clover sale on a separate order named **Deposit (item name)**.

06

Deposit return

The **Complete Order** screen shows the button that matches the deposit. **RETURN DEPOSIT (CASH)** takes the cash back out of the drawer and logs it. **RETURN DEPOSIT (TRANSACTION)** opens the Clover transaction so you can refund the card, then offers to print the refund receipt. Once returned the button reads **DEPOSIT RETURNED**.

07

QR receipts

When **Use receipts:** is on, a receipt prints as the order is created. It carries the receipt number, a QR code of that number, the item name, the deposit, the price and the start time. The print icon in **Order Details** prints it again.

08

Orders board

The **Orders** tab lists orders, newest first. The search field matches the customer name or the receipt number. The QR button at the bottom right scans a receipt into the search field. **SHOW COMPLETED** adds the closed orders, which are read-only.

09

Overdue alerts

PayPlaxe checks due dates every minute. When one passes, the device shows a **Rent Item – Due Date** notification with **Total overdue orders –** and the count, and repeats it when a cashier logs in. Orders with no due date are never counted.

10

Export

EXPORT in the **Orders** tab menu asks for a date range and an e-mail address. The app mails a download link and shows the same link as a QR code on screen. The file is an .xls. The link lasts 24 hours.

INSTALL

Price & installation

\$1.99 / month

↓ **Install on Clover App Market** (<https://www.clover.com/appmarket/apps/AQD6D752WXFWA>)

Every app has a 30-day free trial. Clover bills the subscription with your monthly Clover invoice.

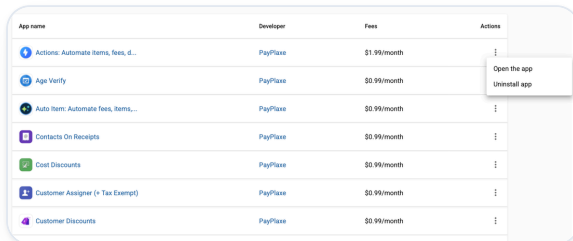
How to install

1. Open the **Clover App Market** — on the device, or at `clover.com/appmarket` in your web dashboard.
2. Find the app by name, or open its direct link from the button above.
3. Tap `Connect` / `Install` and accept the permissions the app requests.
4. The 30-day free trial starts automatically. The subscription then appears on your monthly Clover invoice.
5. Open the app on the Clover device and sign in with a **Manager** or **Admin** employee account to configure it.
6. To cancel later, uninstall the app from the App Market — the steps are right below.

How to cancel the subscription

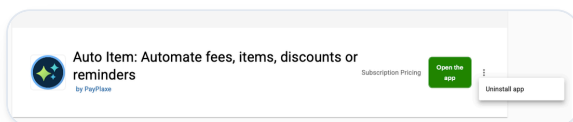
Cancelling means uninstalling the app — there is no separate billing screen.

1. Open the **App Market** — on the Clover device, or in the web dashboard.
2. Open **My Apps**. Every app you pay for is listed there with its monthly fee.



App name	Developer	Fee	Actions
Actions: Automate items, fees, d...	PayPlace	\$1.99/month	⋮
Age Verify	PayPlace	\$0.99/month	⋮
Auto Item: Automate fees, items, ...	PayPlace	\$0.99/month	⋮
Contacts On Receipts	PayPlace	\$0.99/month	⋮
Cost Discounts	PayPlace	\$0.99/month	⋮
Customer Assigner (+ Tax Exempt)	PayPlace	\$0.99/month	⋮
Customer Discounts	PayPlace	\$0.99/month	⋮

3. Tap the ⋮ button on the app's row and choose **Uninstall app**.
4. The app's own page works too: ⋮ next to the green **Open the app** button → **Uninstall app**.



5. Confirm. The subscription stops there and then — the app is off your next Clover invoice.

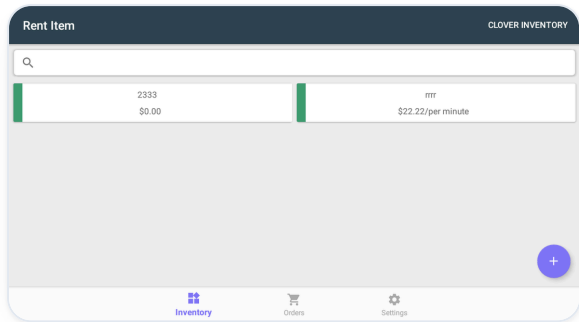
Install and cancel any time from the Clover App Market.

START HERE

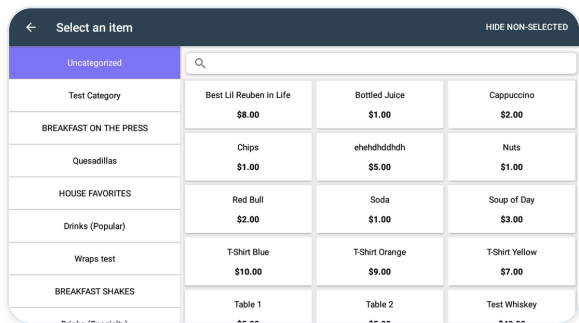
First setup

Do this once, in this order. It takes a few minutes and the app is then ready for the shift.

1. Open **Rent Item**. The bottom tabs are **Inventory** , **Orders** and **Settings** .



2. Open **Settings** and set **Use receipts:** , **Sort Items By:** and **Stock tracking mode:** . **Email Address:** is shown from your Clover account and is changed there, not here.
3. On **Inventory** tap **+** to create a rentable item, or **CLOVER INVENTORY** to bring one in from your Clover catalogue.



4. The Clover picker takes one item at a time. Tap an item and the screen closes; the item opens in **Item Details** but is not saved yet.
5. Tap the pencil icon to open **Edit Item**. Set **Enter price*** and **Price Type*** (Fixed, Seconds, Minute, Hour, Day), then tap **SAVE** .
6. If **Stock tracking mode:** is not **Do Not Track**, the same screen shows **Available?** or **Enter stock quantity** . Fill it in before saving.
7. Tap the item, then **NEW ORDER** . Fill in the customer, pick the deposit, add extras in **Additional Items (BETA)** and tap **SUBMIT** .
8. On return open **Orders** , tap the order, tap **COMPLETE ORDER** , return the deposit, then tap **COMPLETE ORDER** again and take the payment in the Register.

An item picked in **CLOVER INVENTORY** is stored only after **SAVE** on the **Edit Item** screen. Close the dialog instead and the import is gone. Variable-price items arrive with no price, as **Fixed** at \$0.00.

Setup scenarios

Each scenario is a complete configuration — follow the steps in order.

Most configuration screens require the Clover employee role of Manager or Admin.

1 Rent by the hour (bikes, pool tables, karts)

The classic case: the customer takes the item now and pays for the time used at the end.

1. Open **Rent Item** → **Inventory** and tap **+**.
2. Fill in **Enter name*** and **Enter price***, set **Price Type*** to **Hour** and tap **SAVE**.
3. In **Settings** set **Stock tracking mode:** to **Track Stock Count**. It applies to every rentable item. Then open the item and enter how many you own.
4. Tap the item, then tap **NEW ORDER**. Fill in **Name (optional)**, **Phone (optional)** and the **Due Date**.
5. Pick the deposit in **Deposit / Initial Payment**, enter the amount and tap **SUBMIT**. **Add cash** opens the drawer and logs the amount; **Card (Create a transaction)** opens the Clover payment screen and charges the card.
6. The QR receipt prints if **Use receipts:** is on. Hand it to the customer.
7. On return open **Orders** and find the order by customer name, or tap the QR button and scan the receipt.
8. Tap the order card, then tap **COMPLETE ORDER**. This opens the **Complete Order** screen and takes no payment yet.
9. Return the deposit first: **RETURN DEPOSIT (CASH)** or **RETURN DEPOSIT (TRANSACTION)**. The button turns green and reads **DEPOSIT RETURNED**.
10. Check the total, correct it with **Total For Rent (tap to correct)** if you need to, then tap **COMPLETE ORDER** and take the payment in the Register.

Return the deposit before you complete the order. Completing closes the order for good: the card stops opening in the list and the return button is gone with it.

2 Fixed-price bookings (party room, equipment set)

The price does not depend on time. You need the booking, the due date and the deposit.

1. Create the item with **Price Type*** set to **Fixed** and the full booking price, then tap **SAVE**.
2. In **Settings** set **Stock tracking mode:** to **Available/Unavailable**. It applies to every rentable item.
3. Leave **Available?** switched on. Creating the order marks the room busy on its own, and completing or deleting the order frees it again.
4. When booking, set **Due Date** to the end of the slot and write the details in **Note (optional)**.
5. Take the deposit as **Card (Create a transaction)**. It is charged as a normal Clover sale and is given back later as a refund on that transaction.
6. Open the **Orders** tab to see what has to come back. Overdue orders are red, with **overdue:** and the due date.

Do not switch the room off by hand before the booking. An item at zero shows **NOT AVAILABLE** instead of **NEW ORDER** and cannot be booked. The switch on the **Edit Item** screen is for taking an item out of service.

3 Rental plus extra sales in one order

A helmet, a drink or a cleaning fee charged together with the rental.

1. Tap the rental item on **Inventory** and tap **NEW ORDER**.
2. On the order form open **Additional Items (BETA)**.
3. Tick the extra items in the Clover picker and confirm. The block then reads how many items are selected.
4. Fill in the customer and the deposit and tap **SUBMIT**. The extra items are stored with the order.
5. On return open the order and tap **COMPLETE ORDER**. The screen shows **Total For Rent (tap to correct)** and **Total For Additional Items** separately.
6. Return the deposit, then tap **COMPLETE ORDER**. The Register receives the rental line plus every stored extra item.

Extra items can also be changed on return. On the **Complete Order** screen tap **ADD ADDITIONAL ITEMS**, or **CHECK ADDITIONAL ITEMS** when extras are already stored. The new selection is saved with the order, and the Register bills it at checkout.

4 Track overdue rentals and export the log

See what has not come back and report on the month.

1. Open **Orders**. Overdue orders are red, with **overdue:** and the due date. The rest show **created:** and the date the order was opened.
2. Use the search field to look up an order by customer name or by the receipt number from the QR code. Item names are not searched.
3. Tap the QR button at the bottom right to scan the customer's receipt instead of typing.
4. Use **SHOW COMPLETED** in the top-right menu when you need the closed orders too. It then reads **Hide completed**.
5. Tap **EXPORT** in the same menu. In **Export Orders** fill in **Enter your email** and pick **Start date** and **End date**.
6. Tap **EXPORT**. The app shows **Link generated!** with a QR code of the link, and mails you the same link. Save the .xls as soon as it downloads.

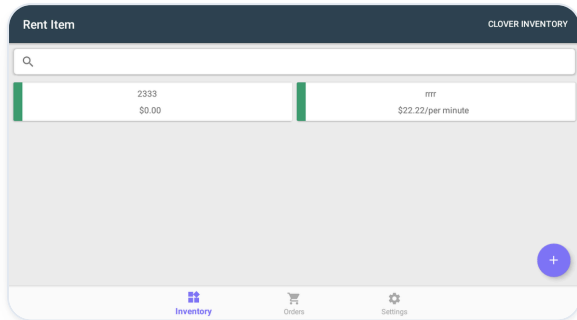
The download link is not password protected. Anyone holding it can open the rental log, with customer names, phone numbers and notes, until the 24 hours run out.

REFERENCE

Screens and settings

Every screen of the app and what each setting does. (8)

Inventory tab



Search field

Finds rentable items by name or product code.

Item card

The item name and its rate, e.g. **\$22.22/per minute**. The stripe on the left is the colour set on the item.

CLOVER INVENTORY

Opens your Clover catalogue to bring an item in.

+ button

Opens the **Edit Item** screen for a new rentable item.

Barcode scan

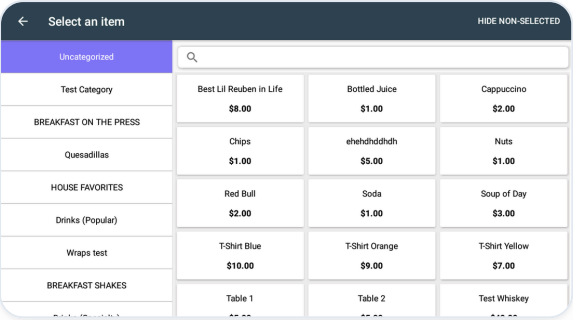
Scanning a product code on this tab opens that item. An unknown code answers **Item not found**.

Tabs

Inventory · Orders · Settings.

Select an item (import from Clover)

Reached from **CLOVER INVENTORY** . It takes one item at a time.



Category list

Left column; pick the category to browse.

Search field

Filters the item grid.

Item grid

Tap one item. The screen closes at once and the item opens in **Item Details**. Repeat for the next item.

HIDE NON-SELECTED

Does nothing here: nothing can be ticked, so there is never anything to hide.

Variable items

Come in with no price. Set the price on the **Edit Item** screen.

Edit Item screen

Opened by **+** on the **Inventory** tab, or by the pencil icon in **Item Details**. Nothing is stored until you tap **SAVE**.

Enter name*

The name shown on the item card. Up to 25 characters.

Colour square

Right of the name. Sets the colour of the stripe on the item card.

Enter price*

The rate for one unit of time. With **Fixed** it is the whole price.

Price Type*

Fixed, Seconds, Minute, Hour, Day.

Available? / Enter stock quantity

Shown only when **Stock tracking mode:** is not **Do Not Track:** a switch, or the number of units you own.

Product Code (optional)

Up to 25 characters. Scanning this code on the **Inventory** tab opens the item.

Product ID (Uneditable)

Always empty and disabled.

IMPORT

Top right. Replaces the fields with a Clover item. A Per Unit item asks **Select Unit Of Measure** first.

SAVE

Stores the item and answers **Saved**. Leaving without it keeps nothing.

Item Details dialog

Opens when you tap an item on the **Inventory** tab.

Pencil icon

Opens the **Edit Item** screen.

Delete icon

Deletes the rentable item after a confirmation. Past orders keep the item name.

Name, Price

Read-only.

Price Type

A dropdown. Changing it here changes the rate for the order you are about to start; the saved item keeps its own price type.

NEW ORDER

Opens the order form.

NOT AVAILABLE

Replaces **NEW ORDER** when the item is at zero. Tapping it answers **Item is not available**.

CANCEL

Closes the dialog.

New order form

Opened by **NEW ORDER**. Everything on this form is stored with the order.

Item

The item and its rate. Read-only.

Name (optional), Phone (optional)

Customer details. The name is what the **Orders** search matches.

Deposit / Initial Payment

The type: **None**, **Set note**, **Add cash** or **Card (Create a transaction)**. The amount field appears beside the dropdown.

Additional Items (BETA)

Opens the Clover multi-select picker. The items are stored with the order. They can be changed later on the **Complete Order** screen.

Note (optional)

Free text. It appears in the export.

Due Date

A date, then a time. It drives the red **overdue:** mark and the notification. It can be left empty.

SUBMIT

Creates the order and answers **Created**. Cash goes into the drawer first; a card deposit opens the Clover payment screen first.

Orders tab

Search field

Matches the customer name or the receipt number. Item names are not searched.

Order card

name: the customer and the item, **uuid:** the receipt number, and either **completed**, **overdue:** with the due date, or **created:** with the date the order was opened.

QR button

Bottom right. Opens the Clover scanner and puts the scanned code into the search field.

SHOW COMPLETED

Menu item. Adds the closed orders to the list and then reads **Hide completed**. A completed card does not open.

EXPORT

Menu item. Opens the **Export Orders** dialog.

Tapping a card

Opens the **Order Details** dialog.

Order Details dialog

What the order is. Nothing on it is editable.

Print icon

Prints the QR receipt again.

Delete icon

Deletes the order after a confirmation. This cannot be undone. It is blocked while a cash or card deposit is unreturned: **Order can't be deleted. Please return deposit.**

Customer Name, Item, Time

The customer, the rented item and how long the order has been open.

Total, Total For Rent, Total For Additional Items

The amount as it stands now. The last row appears only when extra items were stored with the order.

Due Date, Details

The due date, in red when it has passed, then the phone and the note.

COMPLETE ORDER

Opens the **Complete Order** screen. It takes no payment by itself.

CLOSE

Closes the dialog.

Complete Order screen

Opened by **COMPLETE ORDER** in **Order Details**. Everything you can still change on an order is here.

Total amount

Rent plus stored extra items. Tapping it opens the same correction dialog as the row below.

Total For Rent (tap to correct)

Tap, type the amount in **Correct amount** and tap Save. The order becomes a fixed amount and stops counting time for this payment.

Due Date (tap to change)

Offers **Change due date** and **Remove due date**.

RETURN DEPOSIT (CASH)

Takes the amount back out of the drawer and writes it to the Clover Cash Log.

RETURN DEPOSIT (TRANSACTION)

Opens the Clover transaction of the card deposit so you can refund it. Back in the app it asks **Would you like to print the refund receipt?**

DEPOSIT RETURNED

The green state of that button once the money is back. It cannot be pressed again.

ADD ADDITIONAL ITEMS

Opens the multi-select picker. The selection is saved with the order at once, and the Register bills it at checkout. Once extras are stored, the button reads **CHECK ADDITIONAL ITEMS** with their number.

COMPLETE ORDER

Builds the Clover order and opens the Register. After the payment the order is completed and the screen closes for good.

CLOSE

Leaves without paying. A corrected total is not kept.

AT THE REGISTER

Everyday use

What the cashier does after the app is configured.

1. Handing out: tap the item, tap **NEW ORDER**, fill in the customer, choose the deposit, add any extras in **Additional Items (BETA)** and tap **SUBMIT**; give the printed QR receipt to the customer.
2. While rented: the order sits in **Orders** showing **created:** and the date it was opened, and turns red with **overdue:** and the due date once that date has passed.
3. Overdue: the device shows a **Rent Item – Due Date** notification with the number of overdue orders, and shows it again when a cashier logs in. Only orders with a due date are counted.
4. Taking back: open the order, or tap the QR button and scan the receipt, then tap **COMPLETE ORDER** to open the **Complete Order** screen.
5. On that screen return the deposit first, correct the total if you need to, then tap **COMPLETE ORDER** and take the payment in the Register. Completing is final, so nothing can be returned afterwards.
6. Close the order as soon as the item is back. While it stays open the time keeps counting.

IF SOMETHING IS WRONG

Troubleshooting

Symptom on the left, what to do on the right.

An imported item shows \$0.00.

It was a variable-price item in Clover. Open the item, tap the pencil icon, enter the price, pick the price type and tap **SAVE**. Until then it rents for **\$0.00**.

The item I picked in CLOVER INVENTORY is not in the list.

Picking it only opened **Item Details**. The item is stored when you tap the pencil icon and then **SAVE** on the **Edit Item** screen. Closing the dialog discards the import.

The rental total looks wrong.

Open the order, tap **COMPLETE ORDER**, then tap **Total For Rent (tap to correct)** and set the right amount. Do it before you take the payment: leaving the screen without paying drops the correction.

An item cannot be rented out.

Its count is zero, so the dialog shows **NOT AVAILABLE**. Either the item is out on a running order, or **Track Stock Count** has reached zero, or **Available?** was switched off on the **Edit Item** screen. Completing or deleting the order gives the unit back.

The stock count keeps falling.

A known defect: a unit is subtracted not only when the order is created but every time a running order is saved again, which happens when you change a due date, return a card deposit or an order goes overdue. The count never goes below zero. Correct the number by hand on the **Edit Item** screen, and do not use these counts for stocktaking.

The customer lost the QR receipt.

Open the order in **Orders** and tap the print icon in the **Order Details** header. You can also find the order by the customer name.

An order will not delete.

The app answers **Order can't be deleted. Please return deposit.** Open the order, tap **COMPLETE ORDER** and return the cash or card deposit first. Deleting is permanent, so export the log first if you need the record.

A payment was cancelled and an unpaid order is left in Clover.

Both the card deposit and the checkout create a Clover order before the payment screen opens, and nothing removes it if you cancel. Delete that order in the Clover **Orders** app, then repeat the step in Rent Item.

Scanning a rental receipt says Item not found.

You scanned it on the **Inventory** tab, which looks for product codes. Scan receipts on the **Orders** tab, with the QR button at the bottom right.

The order was completed before the deposit was returned.

A completed order cannot be reopened and its return button is gone. Give the cash back from the drawer, or refund the deposit payment in the Clover **Orders** app on the order named **Deposit (item name)**, and note it in your own records.

The Inventory tab is empty and orders will not save.

The rental catalogue is loaded from your PayPlaxe account, so the device needs an internet connection. Check the connection and reopen the tab.

The app's dialog never appears on the payment screen; Clover shows "Customer is choosing payment method".

Open the Clover **Setup** app → **Payments** and uncheck **Automatically take payment on Connected Device**, so payment is taken on the primary device.

Settings cannot be opened or changed.

Sign in with an employee whose Clover role is **Manager** or **Admin**. Some apps also have their own **Restrict access** switch that locks the configuration.

The app works erratically, or stops reacting after the device has been idle.

Turn off Battery Saver in the device's Android settings and keep the device online.

A change made on one device is not visible on another.

Settings sync through the cloud; give it a minute and make sure both devices have a network connection.

QUESTIONS

FAQ

Can I rent items that already exist in Clover Inventory?

Yes, on two routes. **CLOVER INVENTORY** on the **Inventory** tab opens your catalogue; tap one item and it opens in **Item Details**. **IMPORT** on the **Edit Item** screen does the same from inside an item. Nothing is stored until you tap the pencil icon, set the price and the price type, and tap **SAVE**. Only the **IMPORT** route asks **Select Unit Of Measure** for a Per Unit item. An item brought in from the **Inventory** tab arrives as **Fixed**, unless its Clover unit is named per second, per minute, per hour or per day.

How is the rental price calculated?

From the item's price type. Per second, minute, hour or day the app charges every started unit: 30 minutes on an hourly item is billed as one hour, 61 minutes as two. **Fixed** charges one flat amount. On the **Complete Order** screen you can tap **Total For Rent (tap to correct)** and type another amount in **Correct amount**. That amount holds for the payment you take right away; leave the screen without paying and the total goes back to counting time.

Is there a charge for going over the due date?

No separate late fee, and no higher rate after the due date. The meter keeps running at the item's normal rate, and it counts from the moment the order was created until the order is closed. If the item comes back on Monday and you close the order on Wednesday, the customer is billed up to Wednesday. The due date only marks the order red with **overdue:** in the list and raises the overdue notification. A **Fixed** item never costs more, however long it is kept. Late fees, damage and the rental agreement itself stay between you and the customer.

How do I add a deposit?

On the order form, in the **Deposit / Initial Payment** block. Pick the type in the dropdown: **None**, **Set note**, **Add cash** or **Card (Create a transaction)**. The amount field appears beside it. **Add cash** records the amount in the Clover Cash Log and opens the drawer. **Card (Create a transaction)** creates a separate Clover order named **Deposit (item name)** and charges it like any other sale, so the customer sees a real payment on the card and your processor's fees apply. **Set note** only writes it down and moves no money. Cash and card deposits are given back from the **Complete Order** screen; a note has nothing to give back.

Does the customer get a receipt?

Yes, when **Use receipts:** is on in **Settings**. It prints as the order is created and shows the receipt number, a QR code of that number, the item name, the deposit, the price and the start time. Scanning it on the **Orders** tab finds that exact order. If the customer loses it, open the order and tap the print icon in the **Order Details** header.

Can I add a drink or a helmet to the rental order?

Yes. On the order form use the **Additional Items (BETA)** block before you tap **SUBMIT**. On return you can change them with **ADD ADDITIONAL ITEMS** on the **Complete Order** screen. Either way the items are stored with the order and go to the Register at checkout.

What happens when a rental passes its due date?

The order card turns red in **Orders** with **overdue:** and the due date, and the device shows a **Rent Item – Due Date** notification reading **Total overdue orders –** and the count. Tapping the notification opens the app, and the count is shown again when a cashier logs in. An order with no due date never appears in it.

How much does it cost?

\$1.99 per month, with a 30-day free trial.

SUPPORT

Contacts

EMAIL

contact@payplaxe.com

TEXT MESSAGE

743-800-4077

WEBSITE

payplaxe.com (<https://payplaxe.com>)

IN-APP SUPPORT

Settings → Contact us

ANSWER TIME

5–15 minutes

Unofficial documentation set generated for PayPlaxe Clover POS apps. Prices and features follow the published product pages.

contact@payplaxe.com payplaxe.com (<https://payplaxe.com>)

Clover Apps (US) (<https://www.clover.com/appmarket/developer/851YWYC4PW440>)

Clover Apps (EU) (<https://www.eu.clover.com/appmarket/developer/FBG7E8TY6C95W>)