

# Equalized Tip Options

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Equalized tip settings allow you to distribute pooled tips equally among team members, regardless of the hours each person worked during their shift.

## What Are Equalized Tips?

By default, tip pools divide tips based on hours worked—someone who worked longer receives a larger share. **Equalized** settings override this behavior so everyone in the pool receives the same amount.

### Example:

Two bartenders share a tip pool worth \$100.

- Bartender A worked 7 hours
- Bartender B worked 6.5 hours

| Setting             | Bartender A Receives | Bartender B Receives |
|---------------------|----------------------|----------------------|
| Standard (by hours) | ~\$53.85             | ~\$46.15             |
| Equalized           | \$50.00              | \$50.00              |

## Equalize vs. Equalize No Collapse

There are two equalized options to choose from, and the difference matters when employees work multiple shifts in the same day.

### Equalize (Standard)

When an employee clocks out and clocks back in for a second shift, the system **collapses** both shifts into a single entry in the pool. That employee receives the same share as someone who worked just one shift.

### Example:

A server works a lunch shift, clocks out, then clocks back in for dinner. With standard Equalize, both shifts count as one pool entry. If another server only worked dinner, both servers receive equal shares.

### Equalize No Collapse

This setting treats each shift as a **separate entry** in the pool. An employee who works two

shifts will have two entries and receive twice the share of someone who worked one shift.

**Example:**

Using the same scenario above—one server works lunch and dinner (two shifts), another server works only dinner (one shift). The tip pool is \$150.

| Setting              | Server A (2 shifts) | Server B (1 shift) |
|----------------------|---------------------|--------------------|
| Equalize             | \$75.00             | \$75.00            |
| Equalize No Collapse | \$100.00            | \$50.00            |

## Where to Find These Settings

Equalized options appear in two places within your Tip Templates/Settings page:

1. **High-Level Settings** — For primary tip pooling scenarios
2. **Tip-Outs and Pools After Tip-Outs** — For scenarios where tipped employees (like servers) tip out support staff (like bussers or barbacks) who then pool those tips equally

## When to Use Each Setting

| Scenario   | Recommended Setting         |
|--|-----------------------------|
| All pool members should split tips evenly, regardless of hours                 | Equalize                    |
| Employees working double shifts should receive extra for their additional work | Equalize No Collapse        |
| You want tips divided proportionally by hours worked                           | Leave Equalize settings off |

## Need Help?

If you're unsure which equalized setting is right for your restaurant, contact our support team for guidance on configuring your tip templates.