



WEB TUTORIALS

Add Products



Without Taxes

Products and Pricing



Home ▾ Transactions ▾ Lookup ▾ Customer Profiles ▾ Products and Pricing ▾ AVTRIP Promotions ▾ Merchant Account ▾ Help

Selected Account: 2985 - Merchant Training Account (Switch Account)



The “Product and Pricing” menu allows you to add, delete, view and update products and pricing. Custom products can also be created in the Product Profile menu. Activity in this section is normally reserved for administrators or managers of the Avfuel Hub.

Note Transactions cannot be processed until products have been added in the “Product Profiles” menu.

Products and Pricing



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Transactions



AVTRIP Promotions



Customer Profiles



Merchant Account



Products and Pricing

quickLINKS



New Sale



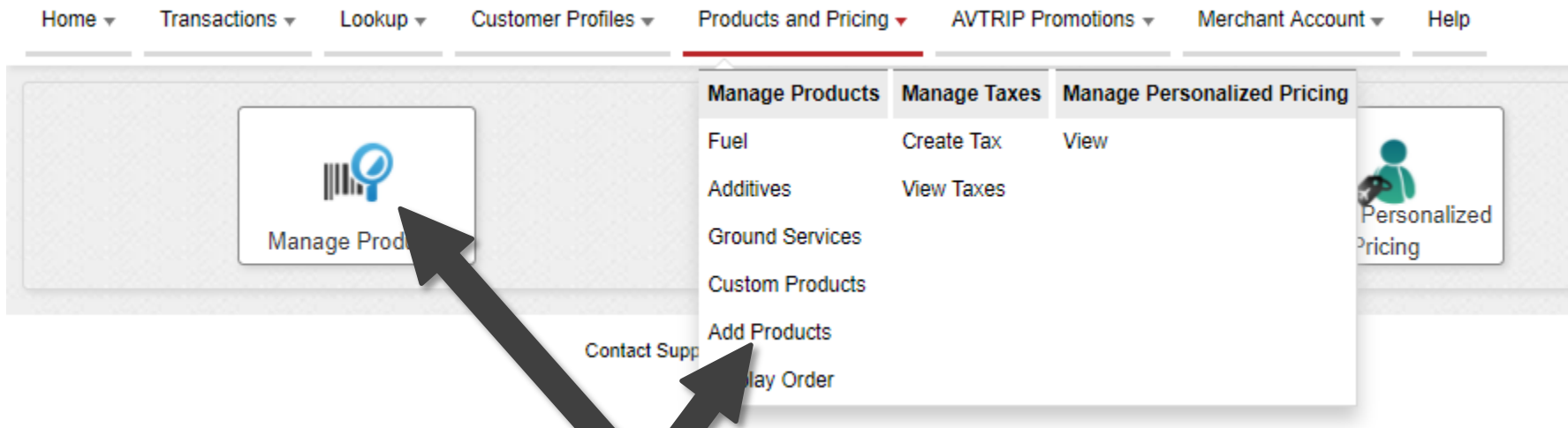
AVTRIP Points



Customer Lookup

To begin, select "Products and Pricing" from the top navigation bar or the main menu buttons.

Select “Manage Taxes”



Select “Manage Products” from the main menu buttons or “Add Products” from “Products and Pricing” in the top navigation bar.

Note

Products can be added all at once with taxes added, at a later time, or taxes can be added as the products are created. See the “Taxes Profile” section of the manual for specific instructions on adding taxes.

Select Product



Add Product

* Product	-- Select One --
* Unit of Measure	-- Select One --
Cost	APU
Markup	ATC Filing
Base Price	After Hours
	Air Start
	Aircraft Cleaning
	Aircraft Rental
	Airport Fee
	Avgas Other
	Bank Commission
	Bills Paid
	Bonded Jet Fuel
	Callout Fee
	Cleaning Service
	Communications
	Compulsory Stocks Obligation
	Compulsory Storage Fee
	Coordination Fee
	Crew Transportation
	Customs Fee

Apply Tax

Select the product to be added from the dropdown box.

Enter Unit of Measure



Add Product

* Product

* Unit of Measure

Select the unit of measure.

Markup

Base Price

Add

Add & Apply Tax

Add Products without Tax



Add Product

* Product	<input type="text" value="Jet A Fuel"/>
* Unit of Measure	<input type="text" value="US Gallon"/>
Cost	<input type="text" value="4.25"/>
Markup	<input type="text" value=".05"/>
Base Price	<input type="text" value="4.30"/>



The appropriate cost, markup and base price may be entered for the product, but is not required. If entering a price, only Base Price is needed while cost and markup are optional. If taxes are to be added later via the tax profiles, the price entered should exclude taxes.

<input type="button" value="Add"/>	<input type="button" value="Add & Apply Tax"/>
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Note Products can be added with or without a price. If the price is entered, it will auto-populate in the transaction screen. If not, the price must be manually entered for each transaction.

Add Products without Tax



Add Product

* Product

* Unit of Measure

Cost

Markup

Base Price

To add the product without including any taxes, select “Add”.

Add Products without Tax



✓ Product saved

Add Product

* Product

* Unit of Measure

Cost

Markup

Base Price

This confirmation will appear when the product has been added successfully.

Repeat the steps to add other products.

Add

Add & Apply Tax

View Added Products



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Fuel Products

	Product	Unit of Measure	Cost		Total Price	DLA Contract	
	Avgas 100LL	US Gallon			\$6.49125		Edit
+	Jet A Fuel	US Gallon			\$4.39029		Edit
	Jet A Fuel with FSII Additive	US Gallon	\$4.25	\$1.00 \$5.25 \$2.31036	\$7.56036		Edit
+	Jet B Fuel	US Gallon		\$4.75	\$1.43044	\$6.18044	Edit
	Jet Fuel JP8	US Gallon		\$4.00	\$0.943	\$4.943	Edit

Manage Products Manage Taxes
Fuel Create Tax
Additives View Taxes
Ground Services
Custom Products
Add Products
Display Order

The newly added products can be viewed by selecting the appropriate product category on the top navigation bar. The Jet A Fuel product was set up, so selecting "Fuel" from the "Products and Pricing" menu at the top of the page will show all the fuel products that are currently set up.