

#### **WEB TUTORIALS**



# Add a Discount

**To Any Transaction** 

#### **Enter Product Details**



Transaction Detail Products Review	Complete
Add Product	Transaction Summary
* Select Jet A Fuel	
* Quantity US Gallon	
* Unit Price 3.55000	
Add Discount Add To Trans	When adding a product to a transaction, a discount can be added by selecting "Add Discount".
	Total \$0.00

# **Add the Discount**



	Transaction Detail	Products Revi	ew Complete		
	Add Product			Transaction Su	ummary
	* Selec	Jet A Fuel	•		
	* Quantity	100 US Gallon			
	* Unit Price	3.55000			
Enter the name of the discount and	Add Discount				
select the Discount Type and Rate.	Name	e Special Custome	er		
	* Туре	<ul> <li>○ Flat ● Per</li> <li>● Per Unit</li> </ul>	rcentage	Total	\$0.00
	* Rate	e 10			
		Add	Fo Transaction		

# **Add the Discount**



	Transaction Detail Products Review Complete	
	Add Product	Transaction Summary
	* Select Jet A Fuel 🔻	
	100 * Quantity US Gallon	
	* Unit Price 3.55000	
	Add Discount	
	Name Special Customer	
Discounts can be provided via a flat rate	<ul> <li>Flat <ul> <li>Percentage</li> <li>* Type</li> <li>Per Unit</li> </ul> </li></ul>	Total \$0.00
(\$10), a percentage (20%) or per unit rate	* Rate 10	
(\$0.02/gallon).	Add To Transaction	

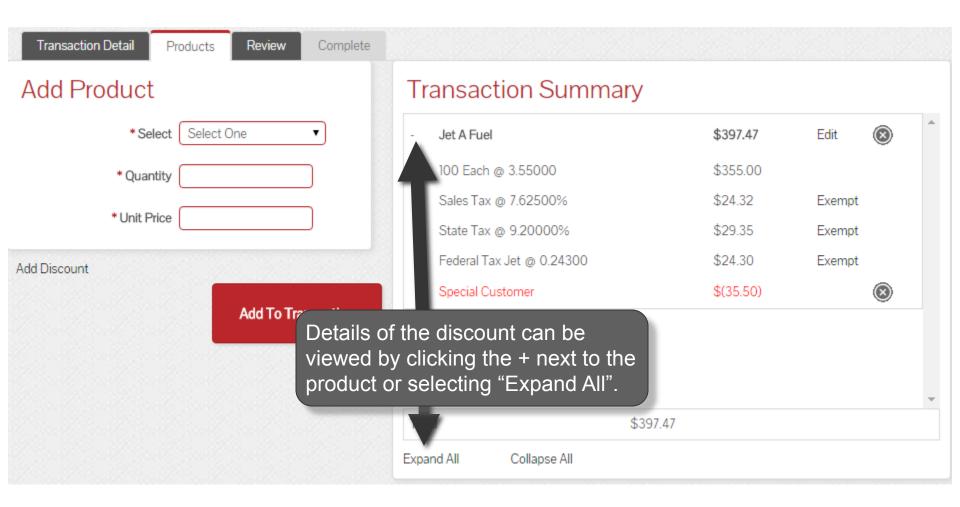
# **Add the Discount**



	Transaction Detail Products Review Complete	
	Add Product	Transaction Summary
	* Select Jet A Fuel	
	100 * Quantity US Gallon	
	* Unit Price 3.55000	
	Add Discount	
	Name Special Customer	
Once the information for the discount has	<ul> <li>Flat <ul> <li>Percentage</li> <li>* Type</li> <li>Per Unit</li> </ul> </li></ul>	Total \$0.00
been entered, select "Add to Transaction".	* Rate 10	
	Add To Transaction	

# **View Discount Details**





## **View Discount Details**



Transaction Detail Products Review Complete			
Add Product	Transaction Summary		
* Select One	- Jet A Fuel	\$397.47	Edit 🛞 <sup>^</sup>
* Quantity	100 Each @ 3.55000	\$355.00	
	Sales Tax @ 7.62500%	\$24.32	Exempt
* Unit Price	State Tax @ 9.20000%	\$29.35	Exempt
Add Discount	Federal Tax Jet @ 0.24300	\$24.30	Exempt
	Special Customer	\$(35.50)	8
Add To Transaction		ect "X" to rem count.	nove the

## **View Discount Details**



