

Miscellaneous Charges

Miscellaneous Charges are not be confused with [Additional Charges](#).

- Additional Charges are directly linked to the embellishment (print location) and could possibly have an impact on your schedule.
- Additional charges are based on the different embellishment charges and are created from within the embellishment price maintenance screen.



For more information on additional charges, [click here](#)

Miscellaneous charges are charges that are not linked to the embellishment. Such as 'Shipping'

They are handled in exactly the same manner as you would handle catalog items (It's just another catalog item, except that it is a *non-physical* item).

- In fact FastManager ships with some basic Miscellaneous charges already provided, they are in the catalog called Own.

To create a new Miscellaneous Charge, go to: Edit → Catalog Items

- **UNCHECK** the option: Physical Item
 - This will make the item a non-physical, service, or miscellaneous charge

Catalog Item Maintenance

General Information

CodeMISC001

Editing an existing item

CatalogOwn

▼

Page

DescriptionMiscellaneous Charge Example

TypeOther

▼

SalesgroupOther

▼

VendorSelect or Enter

▼

☐ Include in PO Wizard ?

Taxable?Tax 1Tax

▼

Tax 2Non

▼

☐ Excl from Sales Commissions

☐ Physical Item ? (Will allow other services to be amortized into this item)

Add or edit colors and sizes

Colors and Sizes☒ No colors or sizes

[Click here to mark colors and sizes not available](#)

Calculate Cost and Retail

How do you want FastManager to calculate the prices

☐ Calculate retail based on cost and markup

☐ Calculate cost based on retail and discount code

☒ Enter own retail and cost.

Default Markup

Select

▼

Advanced Markup

Cost Wizard

Retail Wizard

Edit Cost

Edit Retail

☐ Use Last Cost

Non-physical item (ie: "Service" charge)

Color	Size	Cost 1	Cost 2	Cost 3	Cost 4	Cost 5	Cost 6	Cost 7	Cost 8	Retail 1	Retail 2	Retail 3	Retail 4	Retail 5	Retail 6	Retail 7	Retail 8
		0.00	0	0.00	0	0.00	0	0.00	0	1.00	0	1.00	0	1.00	0	1.00	0



Remember to indicate:

- if the item should be included on the PO Wizard



- the Tax setting
- no colors and sizes should be checked
- change the pricing strategy to: Own cost and retail
- (optionally) set a default Retail price with the Edit Retail button

See below:

[misc_charge.mp4](#)



The existing item code SHIP can be used to charge for shipping.
It is already included in the 'Own' catalog

[← Markups & Pricelists](#)

[Catalogs & Items:
Overview ⇒](#)

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