## Working with Volume Commissions

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This guide explains how to utilize the volume commissions feature. It is intended for advanced users.

Volume commissions let you structure payout tiers for individual line item codes (LICs) or rate cards. You can set these options on the detail view of an LIC record or a rate card record, using the Volume Commission Setup (VCS) dialog. This guide uses an LIC record as an example.

## Set Up a Volume Commission Structure

- 1. Navigate from Main Menu > Order Setup > Line Item Codes.
- 2. Locate the desired code and at the detail view, click **Setup** > **Edit**.
- 3. In the Commissions and Rate Setup section, click the VCS icon (v).

Record: 97 of 128			Line Item Codes			New	Edit 🖉 🖡 elete	🗙 Print 🗟 Actions ;
Code: SW-HIS	53 History Mystery:	Grade 3			ACTIVE			
Accounting Setup		Commissions and Rate Setup			Unit Info			
Revenue Account > Cost Account >		Rate Type Rate Value VDS Price		Price P	Prd Case Qty UOM UPC HTS			
4002   Product Sales	5001 Uncategorized Cost	Markup %	75% V	34.95				
Inventory Account >	Department >	Comm Type	Comm Value VCS		iale Case Qty	UOM	GTIN	ECCN
1305   Finished Goods		% of Price	2.50% V	0.87375	50			
Enforce rate card billing. Exclude customer discount.		on purchasing activity within this last number of days: 0 Record Access						
		Record Access						
X Enable AvaTax. Optional code:		X Accessible to all offices.						
Shipping and Fulfillment		Accessible to selected offices only.						
Enable outgoing shipments	in Orders.	All Offices						
Drop ship by default.		Oversight Notifications						
Special order by default.		Send notice when an order or PO is opened.						
Do not create a sub-assembly job.		Send notice if sold with margin less than:						
*								<

4. Click the Apply Volume Commission flag.

Note: To deactivate an existing VCS, clear this flag.

- 5. Enter the volume commission data:
  - A. Click the **Commission Type** drop-down box and select the correct type.
  - B. Enter the first **Quantity Range** and **Commission Amount**.
  - C. Set additional ranges and amounts until all possible ranges are covered.

Setup		X Apply Volume Commissio				
Commission Type						
% of Est Margin						
Quantity Range	Comm Amount					
1-25	5.00%	Enter Quantity Ranges, starting from the smallest quantity that can be sold, up to the maximum (usually 1-to-infinity). Each row is per commission tier (e.g. 1-10 @ 5%, 11-20 @ 6%, 21+ @ 7%). Make sure the entire quantity spectrum is represented here with NO gaps. <b>Sample Quantity Ranges:</b> "Less than 5", "6-10", "11 to 20", "21 thru 25", "2630", "31 on", "31+", ">31", "sub 1000", "above 1000", "100"				
26-50	10.00%					
51+	15.00%					
		Sample Commission Amounts: "5.50", "2", "15%"				

Click Save, then at the LIC detail view click Save again.
 The VCS icon now appears green, indicating there is an active volume commission structure.