

Last updated 19 July 2016

By Erin Lewis

Product: Shortcuts Fusion

Software version no: 8.0.18.1

Document version no: 1.0

Country: Australia

CONTENTS

CREATING A	DATE	SURCHARGE1	
APPLYING A	DATES	SURCHARGE	

ABOUT THIS DOCUMENT

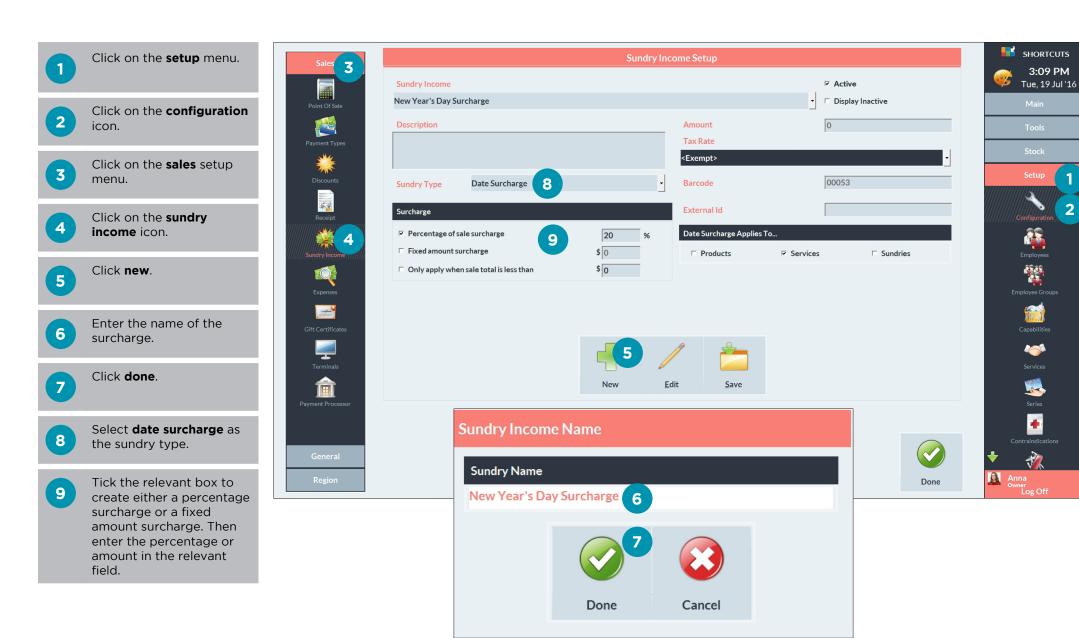
You can set up a date surcharge in Shortcuts by first creating a sundry item, then applying the surcharge to a particular date on the roster.

The surcharge feature is fully customisable to suit your business needs. You can choose whether to apply a percentage or a fixed amount surcharge; you can even set up a surcharge that will only be applied when the sale total is less than a certain amount.

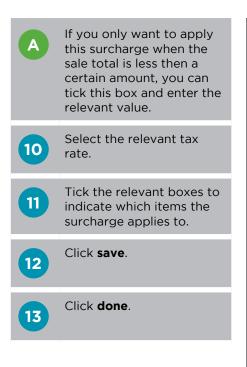
Once you have set up a date surcharge, it will be automatically applied to transactions processed on the specified date, which will save you time.

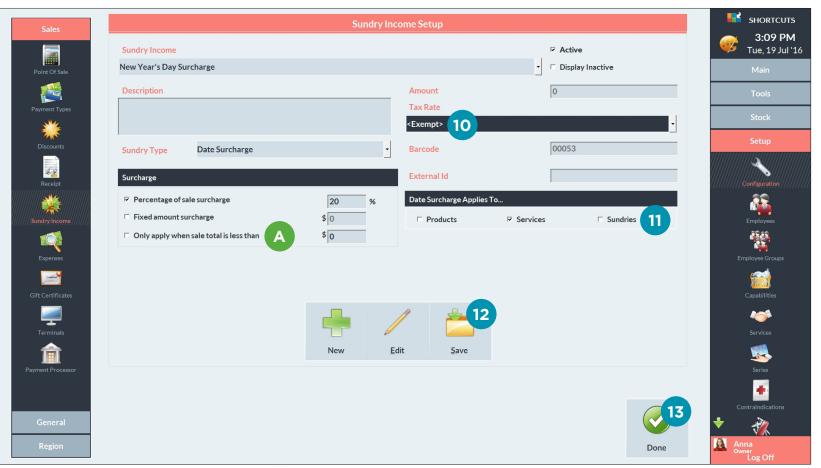
For example, you could create a date surcharge for certain holidays such as New Year's Day.

CREATING A DATE SURCHARGE

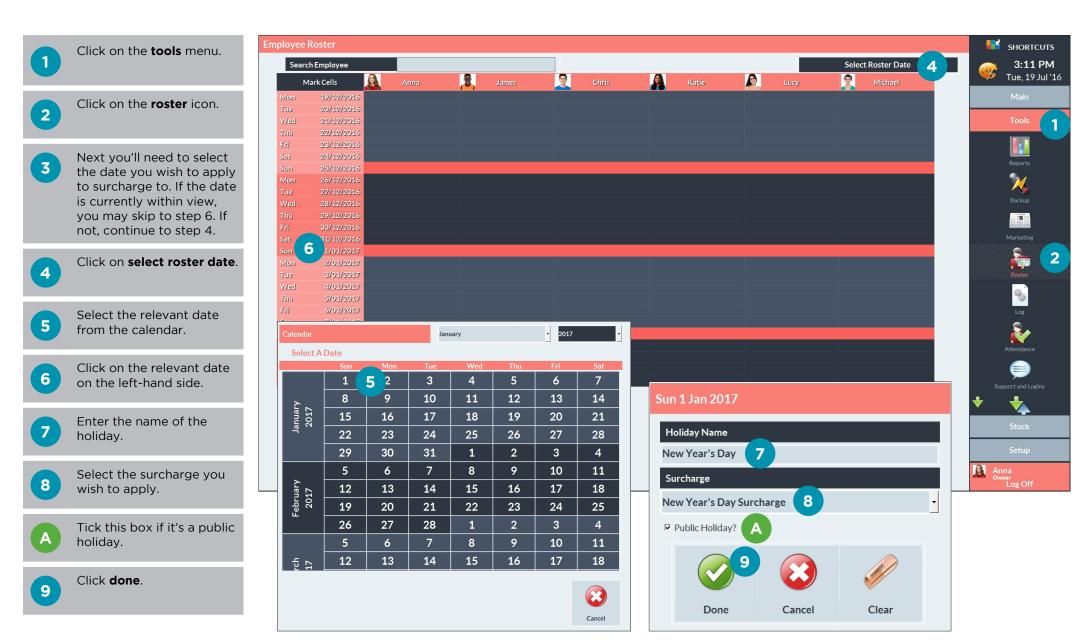


Page 1





APPLYING A DATE SURCHARGE





it suits you

AUSTRALIA AND ASIA

166 Knapp Street Fortitude Valley QLD 4006 Tel: +61 7 3834 3232

www.shortcuts.com.au

UK AND EUROPE

Dalton House Dane Road, Sale Cheshire M33 7AR Tel: +44 161 972 4900

www.shortcuts.co.uk

NORTH AMERICA

7711 Center Avenue Suite 650 Huntington Beach CA 92647 Tel: +1 714 622 6682

www.shortcuts.net