

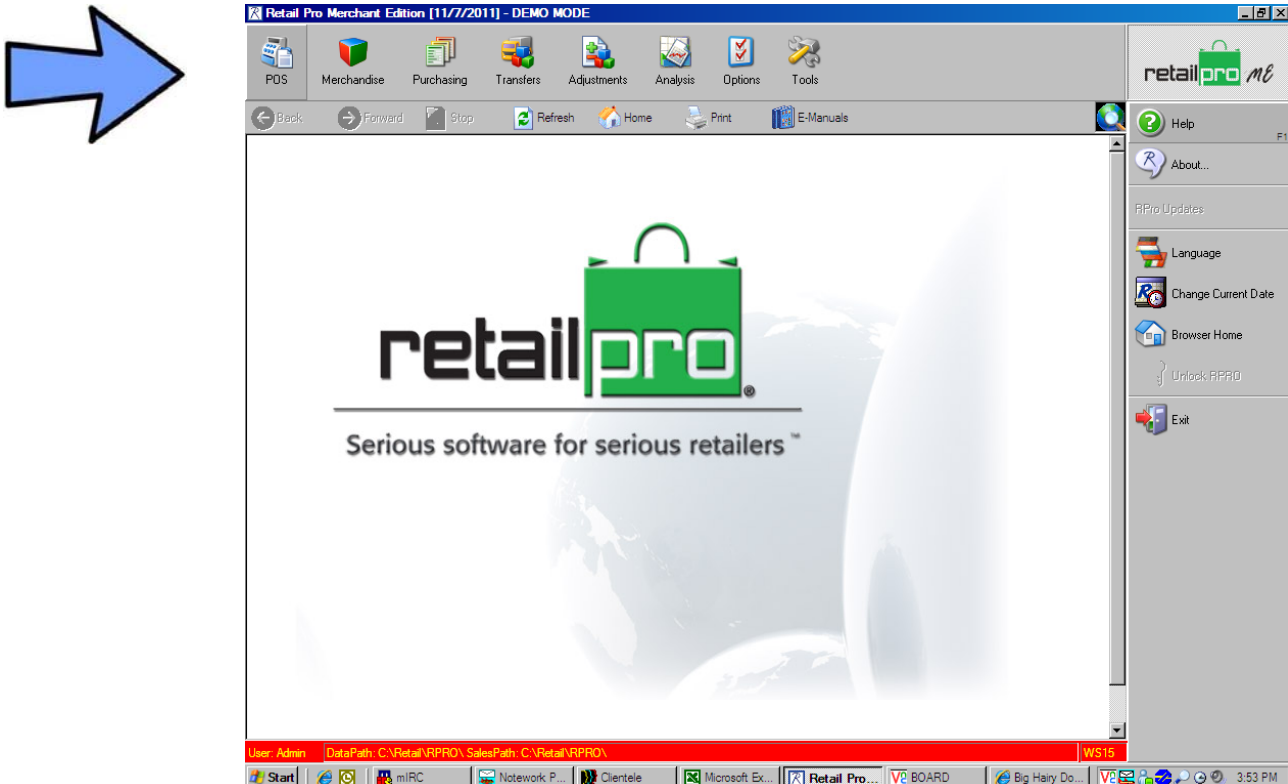


Customer Discounts December, 2011

Retail Pro has the ability to automatically apply a set discount for purchases made by VIP customers. This feature helps to eliminate pricing errors, provides ease of use for the sales clerk, and gives VIP customers peace of mind, knowing they will automatically receive their discount without having to request it.

To set Customer Discounts, just follow these easy steps:

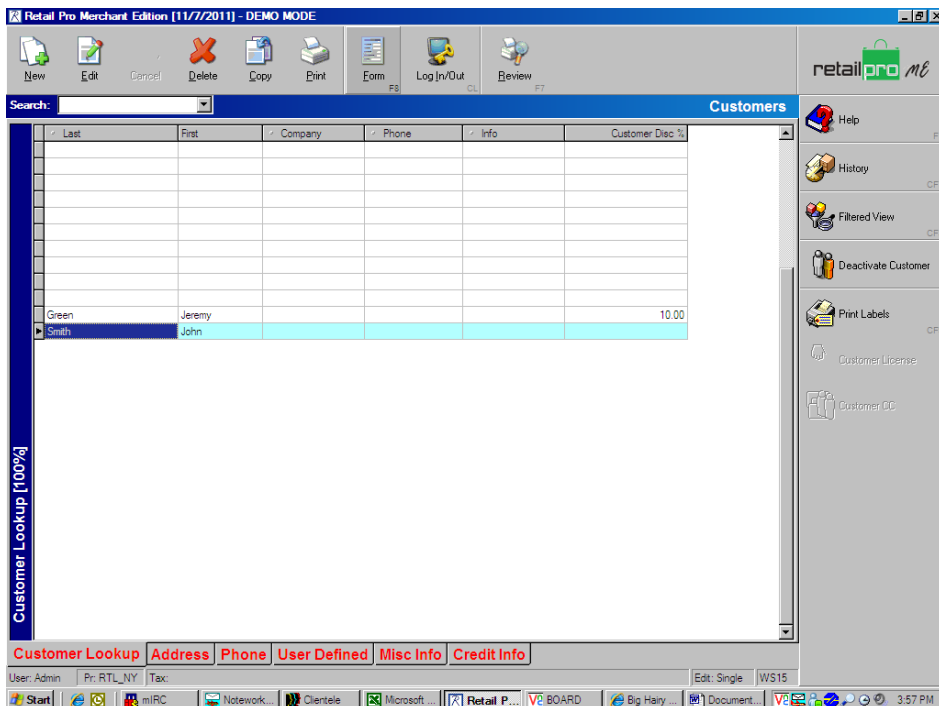
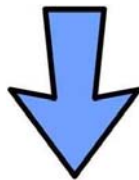
1). Click on POS

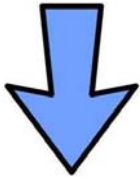


2). Then click on Customers



3). Highlight the customer and click Form view.





4). Next click Edit

Customer

Cust ID
Company
Title
First John
Last Smith
Street
Apt
City, State
ZIP Code
Phone 1
Phone 2

Info

Info 1
Info 2
Mark 1
Mark 2

Str/Sta MAIN Inactive

User Defined

UDF 1
UDF 2
UDF 3
UDF 4
UDF 5
UDF 6
UDF 7
UDF 8

Miscellaneous

Store Credit 0.00
Checks
Chrg Limit 0.00
Chrg Bal 0.00
Tax Area
Prc Lvl
Customer Disc %
Last Sale
AR No

E-Mail
Cust. Notes

Customers

Help
History
Filtered View
Deactivate Customer
Print Labels
Customer License
Customer CC

User: Admin Pr: RTL_NY Tax: Edit: Single WS15

5). Then type the discount percent in the Customer Disc % field.

Customer

Cust ID
Company
Title
First John
Last Smith
Street
Apt
City, State
ZIP Code
Phone 1
Phone 2

Info

Info 1
Info 2
Mark 1
Mark 2

Str/Sta MAIN Inactive

User Defined

UDF 1
UDF 2
UDF 3
UDF 4
UDF 5
UDF 6
UDF 7
UDF 8

Miscellaneous

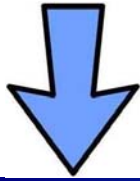
Store Credit 0.00
Checks
Chrg Limit 0.00
Chrg Bal 0.00
Tax Area
Prc Lvl
Customer Disc % 10
Last Sale
AR No

E-Mail
Cust. Notes

Customers

Help
History
Filtered View
Deactivate Customer
Print Labels
Customer License
Customer CC

User: Admin Pr: RTL_NY Tax: Edit: Single WS15



6). Click Save.

Retail Pro Merchant Edition [11/7/2011] - DEMO MODE

New Save Cancel Delete Copy Print List F8 Log In/Out CL Review FT

retailpro ME

Edit Customers

Help F1
History CF7
Filtered View CF3
Deactivate Customer
Print Labels CF9
Customer License
Customer CC

Customer

Cust ID 5
Company
Title
First John
Last Smith
Street
Apt
City,State
ZIP Code
Phone 1
Phone 2

Str/Sta MAIN Inactive **Miscellaneous**

User Defined

UDF 1	Store Credit	0.00
UDF 2	Checks	<input checked="" type="checkbox"/>
UDF 3	Chrg Limit	0.00
UDF 4	Chrg Bal	0.00
UDF 5	Tax Area	
UDF 6	Prc Lvl	
UDF 7	Customer Disc %	10
UDF 8	Last Sale	
	AR No	

E-Mail
Cust. Notes

Info

Info 1	
Info 2	
Mark 1	
Mark 2	

Customer Info

User: Admin Pr: RTL_NY Tax: Edit: Single WS15

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7). Finally, click Yes to Save Changes and your done.

Retail Pro Merchant Edition [11/7/2011] - DEMO MODE

New Save Cancel Delete Copy Print List F8 Log In/Out CL Review FT

retailpro ME

Edit Customers

Help F1
History CF7
Filtered View CF3
Deactivate Customer
Print Labels CF9
Customer License
Customer CC

Customer

Cust ID 5
Company
Title
First John
Last Smith
Street
Apt
City,State
ZIP Code
Phone 1
Phone 2

Str/Sta MAIN Inactive **Miscellaneous**

User Defined

UDF 1	Store Credit	0.00
UDF 2	Checks	<input checked="" type="checkbox"/>
UDF 3	Chrg Limit	0.00
UDF 4	Chrg Bal	0.00
UDF 5	Tax Area	
UDF 6	Prc Lvl	
UDF 7	Customer Disc %	10.00
UDF 8	Last Sale	
	AR No	

E-Mail
Cust. Notes

Info

Info 1	
Info 2	
Mark 1	
Mark 2	

Customer Info

User: Admin Pr: RTL_NY Tax: Edit: Single WS15

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A dialog box is displayed over the form with the text "Save Changes?" and three buttons: "Yes", "No", and "Cancel". A large blue arrow points to the "Yes" button.

8.) Whenever you ring up that specific customer, the percentage you entered for that customer will automatically be applied for each line item on the receipt.

Retail Pro Merchant Edition [11/7/2011] - DEMO MODE

New Edit Cancel Delete Copy Print List Log In/Out Hold Review

retailpro me

New Receipts

Customer Info

SO Number: [] Bill To Cust #: 5 Bill To Full Name: John Smith

Receipt # 23

Receipt Type: Sale Date: 11/7/2011 Time: 4:02:34 PM

Marketir: [] Gender: [] Cashier: Admin

Item #	DCS	Ven...	Desc 1	Attr	Size	Qty	Disc %	Rcpt PS	Ext PS
14	MSA	JOR	Retro 3	wht	8.0	1	10.00	106.87	106.87

Total Qty Sold: 1 SubTotal: 106.87

No of Items: 1 Disc %: 0.0000 0.00

Str/Sta: 0010 Wks: 15 Tax Area: [] Tax %: 0.0000 0.00

Shipping: 0.00

Fee Type: [] 0.00

Total 106.87

Comments

Comment 1: []

Comment 2: []

Receipt Ship To

User: Admin Pr: RTL_SF WS15

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