

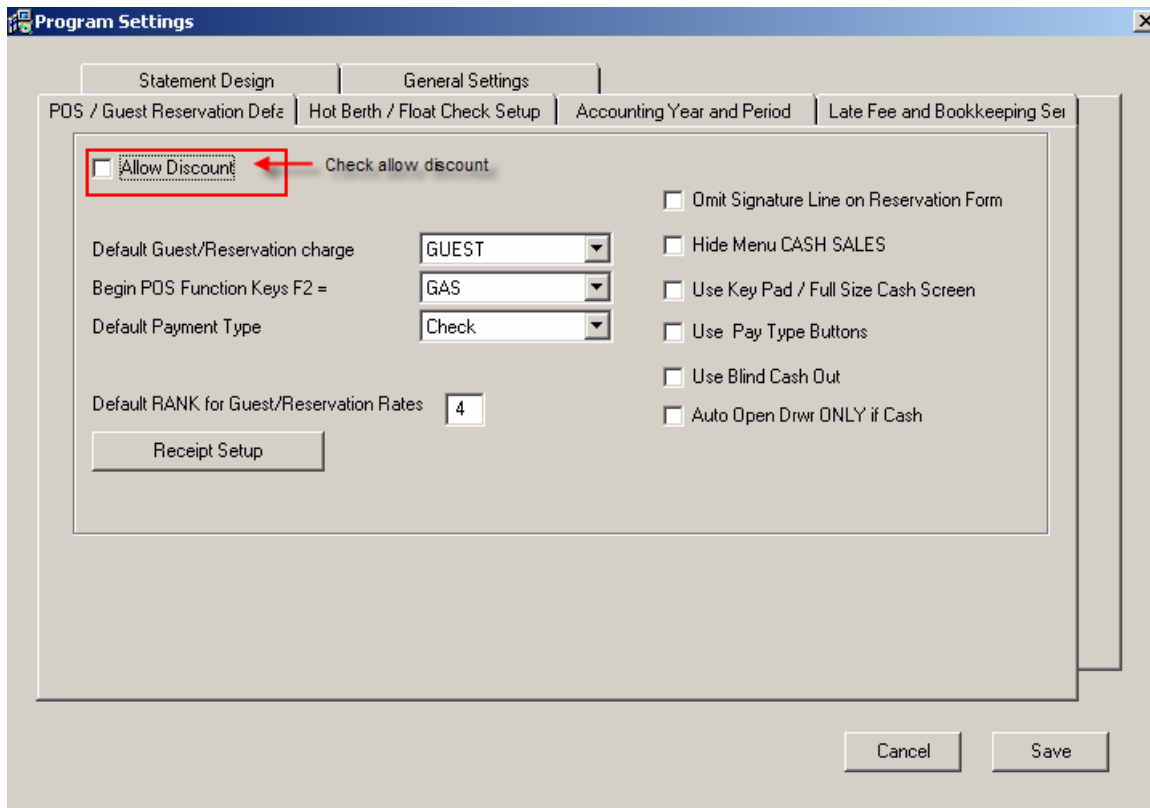
The Marina Program has two levels of discount handling

The first option simply discounts the sales price, leaving the percent amount at the end of the comment to note that a discount has been taken off the price.

The second option, charges the full amount of the price, and leaves an amount and percent on the comment, and ALSO adds a second transaction which is the discount (credit). This allows totaling of total discounts. In this method, if there is a tax, the tax is calculated on the net of the full amount and the discount.

An option for using a discount is available in the POINT OF SALE/GUEST & RESERVATION SETUP OPTIONS window. Set this *on* from Lists—Program Settings—POS / Guest – Reservation Defaults (some marinas may have customized discount options and not have this option available).

To have the **discount** option appear on the POS/Guest screen, click on the Allow Discount option check box.



**Program Settings**

Statement Design | General Settings

POS / Guest Reservation Defs | Hot Berth / Float Check Setup | Accounting Year and Period | Late Fee and Bookkeeping Sei

Allow Discount ← Check allow discount

Omit Signature Line on Reservation Form

Default Guest/Reservation charge: GUEST

Begin POS Function Keys F2 =: GAS

Default Payment Type: Check

Default RANK for Guest/Reservation Rates: 4

Hide Menu CASH SALES

Use Key Pad / Full Size Cash Screen

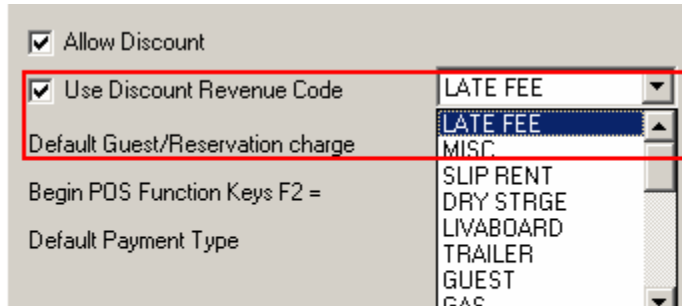
Use Pay Type Buttons

Use Blind Cash Out

Auto Open Drwr ONLY if Cash

Receipt Setup

Cancel Save



When you select Allow Discount the Use Discount Revenue Code checkbox will appear if checked select a revenue code to apply the discount too.

If the Allow Discount checkbox is not checked, the Use Discount Revenue Code and list box will not display.

If using the Discount option with a Revenue Code to hold the discount, set up an appropriate revenue code under Lists>Accounts>Revenue codes. This should be a NON TAXABLE code with no categories attached.

### Simple Discounts

When just the Use Discount option is chosen, a simple discount is subtracted from the sales price, and the charge is the net amount of the price minus the discount. The item comment will have a amount and percent (such as 20%) added to the comment line in reports so that it is easy to spot discounted sales and see the pattern of discount amounts.

The discount entered will be directly deducted from the calculated price, and the amount of the discount will print at the end of the transaction comment:

|            |             |      |       |
|------------|-------------|------|-------|
| 12/02/2003 | Store Sales | -20% | 28.76 |
|------------|-------------|------|-------|

### Discounts totaling to a Revenue Code

When the Use Discounts with a Revenue Code option is chosen, the charge or sales amount is the full amount of the price. A second transaction is entered as a credit to the discount revenue code for the discount amount.

The item comment will have a amount and percent (such as 20%) added to the comment line

If it is a taxable item, the tax will be calculated from the full price minus the discount.

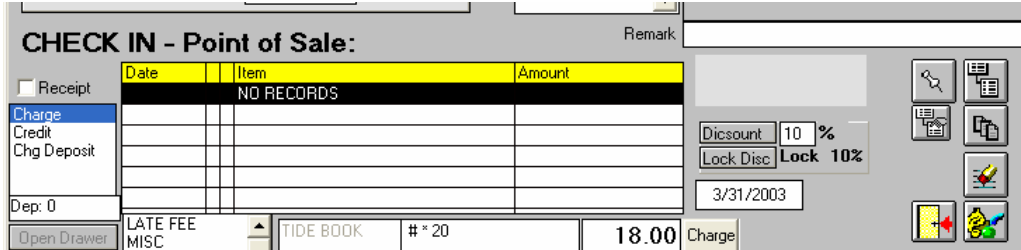
|            |             |      |       |
|------------|-------------|------|-------|
| 12/02/2003 | Store Sales | -20% | 35.95 |
| 12/02/2003 | CR*Discount |      | 7.19  |

Both lines will be shown on receipts and statements and most reports. The Summary Journal will total the discount under the revenue code chosen.



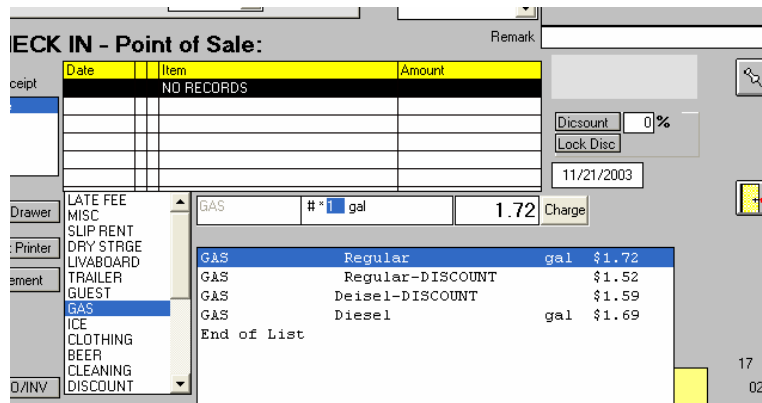
Using the Discount

The discount **MUST BE SET prior to beginning a transaction**, before there is any default amount in the 00.00 Charge field. The discount amount may be locked for continuing charges; otherwise the discount reverts to 0 after a charge. The discount reverts to zero when the record is changed.



Other ways of giving discounts

Some items such as Gas and Labor that may be discounted frequently lend themselves to simple pricing levels, and can be set up from the Revenue Code Categories or POS Inventory modules to give a discount by choosing a price level.



This method does not provide for totaling to a Discount revenue code, but discount volume can be tracked through the item listing reports.