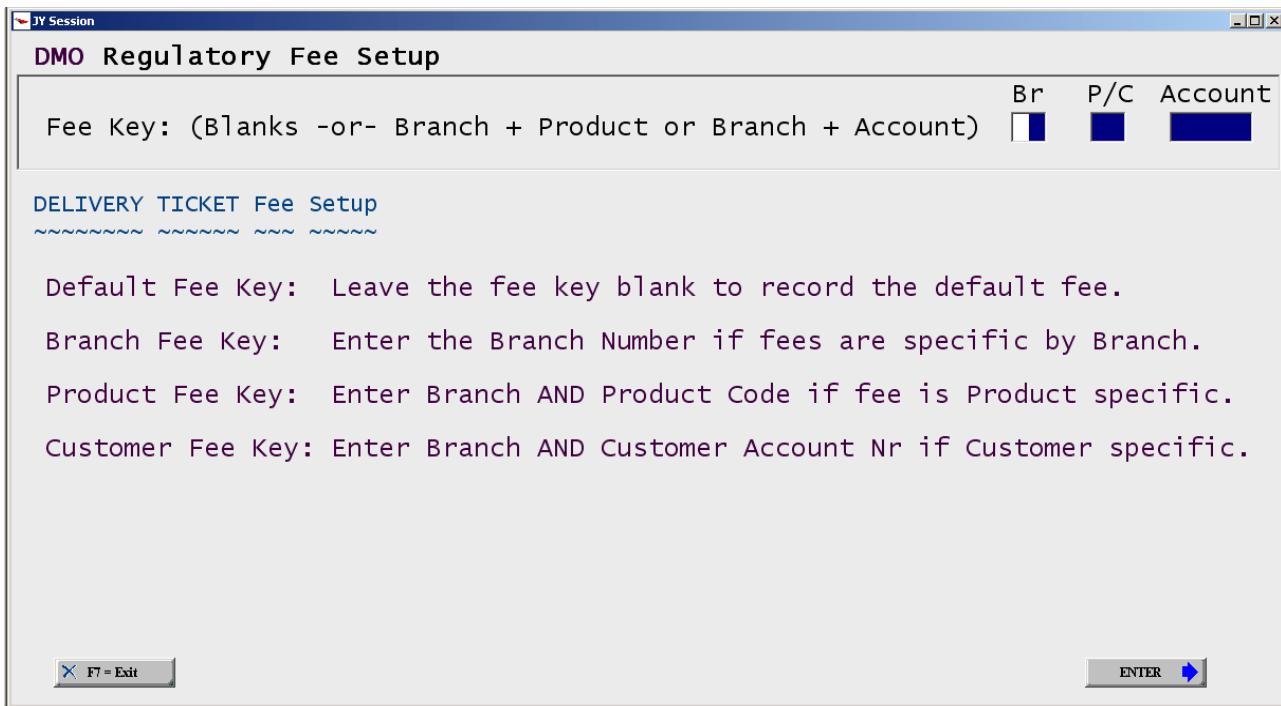# Ticket Fee

A fee amount can be added to the delivery ticket which shows an extra amount under tax field areas as shown below.

Fill in the "Fee Description" amounts as they are to appear on the appropriate delivery ticket expense line. The description field is 10 characters long and the fee amount field is 5 characters long at 2 decimals.

To setup Ticket Fee, enter "TICFEE" from the bottom of any A/R menu -or- select the option "Regulatory Fee Setup" from the Dispatch Menu. The following screen will appear....

```
┌─ JY Session ──────────────────────────────────────────────────────────── _ □ × ─┐
│  DMO Regulatory Fee Setup                                                         │
│ ┌───────────────────────────────────────────────────────────────────────────────┐│
│ │                                                        Br    P/C    Account    ││
│ │  Fee Key: (Blanks -or- Branch + Product or Branch + Account)  ▯    ▮▮    ▮▮▮▮  ││
│ └───────────────────────────────────────────────────────────────────────────────┘│
│                                                                                    │
│  DELIVERY TICKET Fee Setup                                                         │
│  ~~~~~~~~ ~~~~~~ ~~~ ~~~~~                                                          │
│                                                                                    │
│   Default Fee Key:  Leave the fee key blank to record the default fee.             │
│                                                                                    │
│   Branch Fee Key:   Enter the Branch Number if fees are specific by Branch.        │
│                                                                                    │
│   Product Fee Key:  Enter Branch AND Product Code if fee is Product specific.       │
│                                                                                    │
│   Customer Fee Key: Enter Branch AND Customer Account Nr if Customer specific.      │
│                                                                                    │
│                                                                                    │
│                                                                                    │
│   ✕ F7 = Exit                                              ENTER ▶                  │
└────────────────────────────────────────────────────────────────────────────────────┘
```

To record the default regulatory compliance fee, leave the fields blank. Otherwise, if you wish to specify different fees or descriptions for each branch location, enter a branch number. If you wish to specify different fees or descriptions for multiple products, enter the branch and the product code. If you wish to setup a customer-specific regulatory fee and description, enter the Branch and Customer Account Number. The following screen should appear...

```
JY Session                                                                    _|□|×|
 DMO  Regulatory Fee Setup
                                                              Br   P/C  Account
   Fee Key: (Blanks -or- Branch + Product or Branch + Account) ██   ██   █████

   Record Status ................ (A = Active, D = Deleted)    A▾

   Enter Ticket Fee PRODUCT CODE .............. (Required)     RC

   Delivery Ticket Line 1 Fee Description...................   RCC Fee
   Delivery Ticket Line 1 Fee Amount: (include decimal pt.)     4.88

   Delivery Ticket Line 2 Fee Description...................   ████████
   Delivery Ticket Line 2 Fee Amount: (include decimal pt.)    ███

   Delivery Ticket Line 3 Fee Description...................   ████████
   Delivery Ticket Line 3 Fee Amount: (include decimal pt.)    ███

        Fill in ONE "Fee Description" and "Fee Amount" as it is to
        appear on the appropriate delivery expense line.

    ✕ F7 = Exit        ◀  Previous                              ENTER ▶
```

Enter the Status as "A" (active), the product code to be used for ticket fees, a description of the fee as you wish for it to be printed on the delivery ticket, and the amount to charge for line 1, 2, or 3.

The last steps in the setup process require you to setup the product for the ticket fee (RC in the above example) and then assign that product to each delivery product as the secondary product code.   The product codes are setup and updated in the utility menu using option 8 (Enter/Update Product Code File).

```
┌─ JY Session ──────────────────────────────────────────────────────────── _ □ × ─┐
│                                                                              1    │
│  Your Company Name, Inc.                                                           │
│                                                                                   │
│  Branch / Product Code:      [02] [RC]                                             │
│                                                                                   │
│                                                                                   │
│                                                                                   │
│                                                                                   │
│                                                                                   │
│                                                                                   │
│                                                                                   │
│  [ X  F7 = Exit ]                                      [ ENTER  ▶ ]                │
└───────────────────────────────────────────────────────────────────────────────────┘
```

```
┌─ JY Session ──────────────────────────────────────────────────────────── _ □ × ─┐
│ Your Company Name, Inc.          Status . . . . . . . .   [A]              2     │
│ Branch / Product Code:   [02] [RC]   Description:  [Reg. Compliance     ]         │
│ Unit of Issue ........    ▮          General Ledger Account Number ...  [  ] [  ] │
│ Secondary Product Code    ▮          Default Page Summary Column .....   [7▾]     │
│                                                                                   │
│                                      S = Sales Tax,  N = Not subject to Tax,      │
│ Subject to which tax?    [N▾]        X = Excise Tax, T = Sales & Excise Tax,      │
│                                      L = Lease Tax,  M = Non-Charged Lease Tax.   │
│                                                                                   │
│                                      A=Gas(Not Dlvd),B=Bulk (Dlvd), C=Cyl Gas(Dlvd)│
│ Special Function Codes:   [ ▾]       D=Deposits, M=Meters, Tank/Cyl: T=Set P=Pickup,│
│                                      S=Sales Tax,X=Excise Tax,L=Lease Tx,8=Payment │
│                                                                                   │
│                            Minim  And(&)  Min                 Cash    Budget       │
│                            Qnty   Or (/)  Pct  apply        Trans?  Account?       │
│ Carry Discount Pricing?   [ ▾]  if:  [    ]  [ ▾]  [ ] immediately to: [ ▾]  [ ▾]  │
│                                                                                   │
│ Inventory Products Only                                                            │
│ Product - Vendor Code :  ▮ ▮   Include Branch# in key?  [ ▾]  Contract: GAS or DEPOSIT [ ▾]│
│ Inventory key includes:  [            ▾]                      (G/D)  Percent:   [   ]│
│                                                                                   │
│  [ X  F7 = Exit ]                                      [ ENTER  ▶ ]                │
└───────────────────────────────────────────────────────────────────────────────────┘
```

Once the RC product has been created, you must tie the product to your gas delivery products by specifying that RC is the "Secondary Product" of each gas delivery product.

```
┌─ JY Session ──────────────────────────────────────────────────────────────┐ _□X
│ Your Company Name, Inc.         Status . . . . . . . .  A                 2 │
│ Branch / Product Code:   02 01  Description:   Propane Gas - Domestic       │
│ Unit of Issue .........  GL     General Ledger Account Number ...  411 2    │
│ Secondary Product Code   RC     Default Page Summary Column .....  7▾       │
│ ┌────────────────────────────────────────────────────────────────────────┐ │
│ │                               S = Sales Tax,  N = Not subject to Tax,   │ │
│ │ Subject to which tax?   S▾    X = Excise Tax, T = Sales & Excise Tax,   │ │
│ │                               L = Lease Tax,  M = Non-Charged Lease Tax.│ │
│ ├────────────────────────────────────────────────────────────────────────┤ │
│ │                               A=Gas(Not Dlvd),B=Bulk (Dlvd), C=Cyl Gas(Dlvd)│
│ │ Special Function Codes:  B▾   D=Deposits, M=Meters, Tank/Cyl: T=Set P=Pickup,│
│ │                               S=Sales Tax,X=Excise Tax,L=Lease Tx,8=Payment │
│ ├────────────────────────────────────────────────────────────────────────┤ │
│ │                           Minim And(&)  Min              Cash   Budget   │ │
│ │                           Qnty  Or (/)  Pct apply        Trans? Account? │ │
│ │ Carry Discount Pricing?  ▾  if:  ▓▓▓    ▾  ▓ immediately to: ▾    ▾      │ │
│ ├────────────────────────────────────────────────────────────────────────┤ │
│ │ Inventory Products Only                                                  │ │
│ │ Product - Vendor Code :  G S  Include Branch# in key? Y▾  Contract: GAS or DEPOSIT ▾│
│ │ Inventory key includes:  P/V Code only ▾                 (G/D)  Percent:  ▓▓▓ │
│ └────────────────────────────────────────────────────────────────────────┘ │
│   ✕ F7 = Exit                                            ENTER ➡            │
└────────────────────────────────────────────────────────────────────────────┘
```

When delivery tickets, quick tickets, or gas orders are printed, the descriptions and amounts will show up on the ticket.