



## Price Maintenance

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### Overview

The Price Maintenance module can be used to update prices and costs of items. Items can be updated individually, or all items can be updated at one time.

### Updating List Price

Search for the item you wish to update. The new price can either be updated from the List Multiplier column, or a new price value can be entered in the New List Price column.

The screenshot shows the 'Price Maintenance' window with the following search filters: Item: 100xlg, Description: (empty), Short Descr: (empty), Item Class: (empty), Generic Descr: (empty), Multiplier Code: (empty), Product Type: (empty). The 'Tasks' section has 'Update List Price Multiplier' checked, 'Update Standard Cost' checked, and 'Update New Multipliers to:' set to (empty). The table below shows the results of the search.

Item Number	Description	Class	Type	List Price	List Multiplier	New List Price	Current Multiplier	Standard Cost	New Multiplier	New Std Cost
100xlg	Green Phone		Sales Inventory	99.90		101.99	0.50	49.95		

To update list prices for multiple (or even all) items, add a value to the Update List Price Multiplier field and click **Go**.

The screenshot shows the 'Price Maintenance' window with the same search filters as the previous screenshot. The 'Update List Price Multiplier' field is now set to 1.1, and the 'Go' button is highlighted. The table below shows the results of the search.

Item Number	Description	Class	Type	List Price	List Multiplier	New List Price	Current Multiplier	Standard Cost	New Multiplier	New Std Cost
71070	Montreal Styl...	30K...	Sales Inventory	630.24	1.1	693.264000	1.00	693.264		
71080	Montreal stai...	30K...	Sales Inventory	17.74	1.1	19.514000	1.00	17.74		
71081	Montreal Styl...	30K...	Sales Inventory	196.00	1.1	215.600000	1.00	196.00		
71090	Montreal Cen...	30K...	Sales Inventory	44.20	1.1	48.620000	1.00	44.20		
71091	Montreal Rei...	30K...	Sales Inventory	43.10	1.1	47.410000	1.00	43.10		
71200	Montreal Col...	30K...	Sales Inventory	351.40	1.1	386.540000	1.00	351.40		

To save any changes made to prices, click on the **Save New List Prices** button.

### Updating Costs

After searching for an item, the new cost can be calculated using a multiplier value.

Updating the Standard Cost of multiple items can be done using the Update New Multipliers to: field. After entering a value in this field, click the **Go** button to update the items.

### Security

*Price Maintenance* - Grants users access to the Price Maintenance Module.