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## 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. 

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

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.