

## Price List

When you buy your custom system from SRS, we'll put your price list in for you. This includes your General Price List, Urns, Vaults, Caskets, and Merchandise. You can always change your price list if prices change for business.

There are 2 ways to get to price list:

- Click Settings, then the Cemetery Info tab, and click Price List
- Go to the Billing tab, then Miscellaneous on the right side, and click Price List

Price List: <span>Simons</span>		Category: <span>Merchandise</span>		
Name	Price	Cost	Total Tax	Account
Candles	\$700.00	\$0.00	0.00 %	Merchand...
Crucifix	\$15.00	\$0.00	0.00 %	Merchand...
Eagle	\$25.00	\$10.00	0.00 %	Merchand...
Memorial Folders	\$50.00	\$0.00	0.00 %	

The price list drop down provides the different branches you may have for your business. Select which one you want to use.

The categories are organizers for items in your price list. Select a category and items will appear for you.

Item Information	Package Information	General Price List Info	Inventory	Sales Tax Types	
Name:	Aegean Bronze		Image Path:	aegean_bronz	
Price:	\$1111.00	Cost:	\$500.00	Category:	Casket
Description:	32 oz. Bronze with Almond Velvet Interior				
Account:	Casket Sales		COGS Account:	Casket Cost	
Product Code:	123456		Inventory Account:		
Vendor:	Matthews		Exterior:	Bronze	

The price can be changed by overriding the existing price entered. Type in a new price, and click save. Old bills will not be effected if a new price is entered. If you change a price here, it'll change on the master price list for all future invoices. If you want to change a price for only ONE invoice, change it on that individual page. Image path is for those using our Virtual Showroom. Images of your inventory can be uploaded here to display all merchandise while doing arrangements.

Item Information	Package Information	General Price List Info	Inventory
<b>General Price</b>			
Categories			
Name:	Casket		
Type:	Caskets		
Display Images	<input checked="" type="checkbox"/>		
Has Inventory	<input checked="" type="checkbox"/>		
Defaults:			
Income Account:	Casket Sales		
COGS Account:			
Inventory Account:			

Click the General Price List Info tab. This is where you go to assign default accounts to that price list item.

To add or edit an existing package, change the category drop down to package. On the Item Info tab, name your package, give it a price, and any description you'd like. Click save.

Item Information	Package Information	General Price List Info	Inventory	Sales Tax Types
Name:	Package A		Category:	Packages
Price:	\$7000.00	Cost:	\$0.00	
Description:				

Navigate to the Package Info tab. Add to Package drop down is where you add items to a package.

Add to Package: Immediate Burial Package		
Name	Price	GL Account
Hearse	\$500.00	Automotive
Limousine	\$400.00	Automotive
Concrete Graveliner	\$900.00	Vault Sales
Maple Urn	\$900.00	Casket Sa
Service Car	\$200.00	Automotive
Services of Funeral Director & ...	\$2,000.00	Profession
Embalming	\$500.00	Embalming

The box below will display all items included in that package. If you accidentally add something, or are changing an existing package, highlight the item you want to take away and click Remove Item.

The boxes on the side give you a running total of the package cost based on the price for each individual item included. The Package Discount is based off of the price you originally gave this package when setting it up.

Package Price:	<input type="text" value="\$5000.00"/>
Sub-Item Total:	<input type="text" value="\$5700.00"/>
Package Discount:	<input type="text" value="\$700.00"/>

If all branches are using the same price list, don't worry about re-entering everything. You shouldn't have to type anything twice, so we have tools for you to duplicate categories to other branches! Go to the General Price List Info tab. If you want to send a specific item to another branch, click Send the Selected Item to Select Chapels. Select which branch, or all, it's going to, and click OK. If you want to send an entire category, such as Caskets, to another branch, click Send this Category to Select Chapels. Again, select the branch and click OK.

<input type="button" value="Send this Category to Select Chapels"/>
<input type="button" value="Send the Selected Item to Select Chapels"/>
<input type="button" value="Copy Default Accounts &amp; Tax to Category Items"/>

If you place an item in the wrong category, don't worry about deleting and retyping. Click item you want to move, go to the Item Info tab, and find the category drop down. Select correct category and click save.

These were just a few things to get you set up with your price list, but if you need any additional help, call us! Anyone who answers will be happy to help!