



Buydown Creation & Usage Guide

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Buydowns

Buydowns - This enables you to schedule either a **Buydown** or **Promotional** discount on items. Both types function the same.

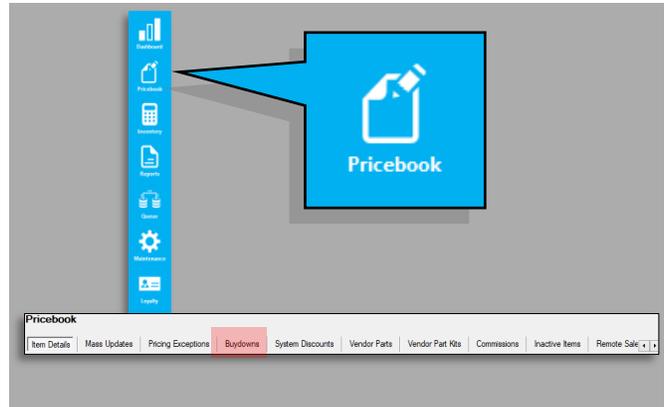
A **Buydown** is a reduction of an item's retail price derived from a reduction of the item's cost from the supplier, vendor or manufacturer. These cost reductions are dependent on either a set quantity and/or date range.

A **Promotion** is a reduction of an item's retail price for the purpose of eliminating stock or driving product interest.

Examples of this would be:

- 1) The next 50 sold of a certain item are \$1.00 off.
- 2) An item, or group of items, is \$1.00 off for a period of a specific 2 weeks.
- 3) An item, or group of items, is \$1.00 for the next 50 sold or next 2 weeks, whichever is completed first.

- 1) In the **Pricebook** module, click on the **"Buydowns"** Tab.



- 2) This will bring up the **"Buydowns"** utility.

Buydowns/Promo List

Item	Amount	Manufacturer	Start Date	End Date	Sales
MARLBORO MENT PK (PA)	\$0.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	NULL
MARLBORO MENT CTN (NY)	\$1.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO MENT CTN (PA)	\$5.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO MENT PK (NY)	\$0.15	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO MENT PK (PA)	\$0.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO PK (NY)	\$0.15	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO PK (PA)	\$0.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO SPEC BLD RED / GOLD CTN (NY)	\$9.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO SPEC BLD RED / GOLD CTN (PA)	\$10.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	

Buydowns/Promo Details

Name: MARLBORO MENT PK (PA) Receipt Text: Style: City: Date Range Only: 0 Use Part Of Carton:

Amount: Manuf: PHILIP MORRIS Account #: Start Date: 10/2/2016 12:00:00 AM End Date: 8/2/2017 11:59:00 PM Show In Retail Rpt:

Associated Items List

Description	Price	Sale Price
028200174345 MARLBORO\$1PK MEN GLD 100 BX	\$7.00	\$6.50
028200173591 MARLBORO \$1 PK DEAL MEN PK	\$7.00	\$6.50
028200173614 MARLBORO\$1PK MEN GLD BX KG PK	\$7.00	\$6.50
028200173690 MARLBORO \$1 PK DEAL SMOTH BX PK	\$7.00	\$6.50
028200174734 MARLBORO \$1PK SMOOTH 100 BX PK	\$7.00	\$6.50
028200174017 MARLBORO \$1/PK MEN BX 100	\$7.00	\$6.50
028200004857 MARLBORO BP UL MEN 100 BX PK	\$8.00	\$7.50

Stores: 1 - Oneonta 1, 2 - Middletown, 3 - Cobleskill, 4 - Amsterdam, 5 - Walton

41 Items In Buydown/Promo

Print Summary Report



This utility is separated into three sections; **Buydowns/Promo List**, **Buydowns/Promo Details** and **Associated Items List**.

Buydowns/Promo List

Name	Amount	Manufacturer	Start Date	End Date	Sales / ^
MARLBORO MEDIUM PK (PA)	\$0.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	NULL
MARLBORO MENT CTN (NY)	\$1.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO MENT CTN (PA)	\$5.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO MENT PK (NY)	\$0.15	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO MENT PK (PA)	\$0.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO PK (NY)	\$0.15	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO PK (PA)	\$0.50	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO SPEC BLD RED / GOLD CTN (NY)	\$9.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	
MARLBORO SPEC BLD RED / GOLD CTN (PA)	\$10.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	

Created **Buydowns/Promos** are listed here. To edit these, highlight and edit through the **Details** portion of this utility.

Buydowns/Promo Details

Buydown/Promo Buydown	Name MARLBORO MENT PK (PA)	Receipt Text	Style Date Range Only	Qty 0	<input type="checkbox"/> Use Part Of Carton
Amount: 0.5000	Manuf PHILIP MORRIS	Account #	Start Date 10/ 2/2016	12:00:00 AM	End Date 8/ 2/2017
					11:59:00 PM

Show In Retail Rpt

This section is for establishing the operating parameters of **Buydowns/Promos**. These are available to be edited at anytime without requiring a user to totally re-create **Buydowns/Promos**.

Associated Items List

PLU	Description	Price	Sale Price	Stores:
028200174345	MARLBORO\$1PK MEN GLD 100 BX	\$7.00	\$6.50	<input type="checkbox"/> 1 - Oneonta I
028200173591	MARLBORO \$1 PK DEAL MEN PK	\$7.00	\$6.50	<input type="checkbox"/> 2 - Middletown
028200173614	MARLBORO\$1PK MEN GLD BX KG PK			<input type="checkbox"/> 3 - Cobleskill
028200173690	MARLBORO \$1 PK DEAL SMOTH BX PK			<input type="checkbox"/> 4 - Amsterdam
028200174734	MARLBORO \$1PK SMOOTH 100 BX PK			<input type="checkbox"/> 5 - Walton
028200174017	MARLBORO \$1/PK MEN BX 100			<input type="checkbox"/>

Choose the Store(s) a Buydown/Promo should be assigned.

Items assigned to a **Buydown/Promo** are listed here.

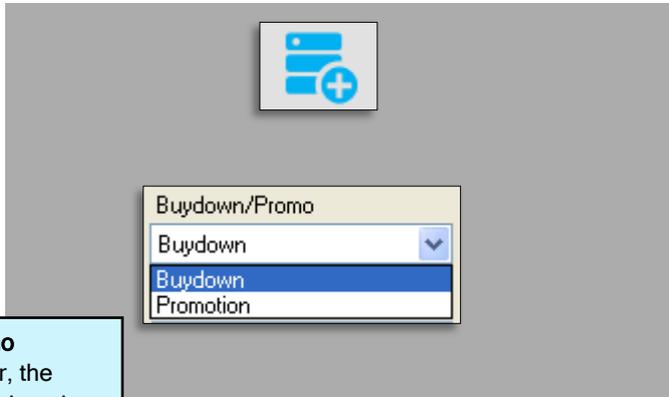
Click "**Manage Items To Buydown**" to Add and/or Remove assigned items.



3) To create a new **Buydown/Promo**, click the “**Add/Plus**” button.

4) In the **Detail** section, first decide if this is to be a **Buydown** or a **Promotion**.

When choosing if this is to be a **Buydown** or **Promo** remember, both types operate the same. However, the ability to label a type will assist in record and book keeping.



5) Now, begin entering any pertinent information for this **Buydown/Promo**.

Choose if this is to be a **Buydown** or **Promotion**.

When naming, consider identifying by the items assigned.

This reflects what shows on the customer receipts.

Enter the amount this **Buydown/Promo** is to deduct from an item(s) in a transaction.

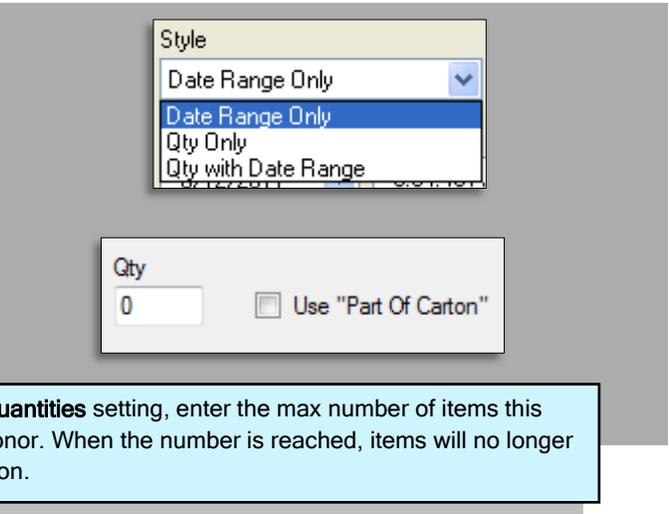
Since **Buydowns** are usually associated with lowered cost from a vendor or manufacturer, if applicable, choose the item(s) manufacturer for record keeping.

This is a reference for exporting to separate accounting packages, if applicable.

6) Choose the applicable **Buydown/Promo Style**.

6A) If setting this up to work with quantities, enter the max amount of items to which this **Buydown/Promo** will be applied.

If you are using a **By Quantities** setting, enter the max number of items this **Buydown/Promo** will honor. When the number is reached, items will no longer honor this price reduction.





This utility is separated into three sections; **Buydowns/Promo List**, **Buydowns/Promo Details** and **Associated Items List**.

Buydowns To Add Items To

Name	Amount	Manufacturer	Start Date	End Date	Tax 1st
SALEM CTNS	\$6.50	R J REYNOLDS	2/23/2009	3/15/2009 11:00 PM	<input checked="" type="checkbox"/>
KOOL PACKS (NON-SIP)	\$0.30	R J REYNOLDS	1/4/2010	3/28/2010 11:00 PM	<input type="checkbox"/>
GV PKS (NY)	\$0.50	SWEDISH MATCH	6/1/2010	7/1/2010	<input type="checkbox"/>
SONOMA PKS	\$0.10	COMMONWEALTH	9/14/2009	10/12/2009	<input type="checkbox"/>
SWISHER LITTLE CIGAR CTN (NY)	\$2.00	SWISHER	1/13/2011	1/1/2012	<input type="checkbox"/>

Created **Buydowns/Promos** are listed here. To edit these, highlight the applicable **Buydown/Promo**.

By checking this, items are taxed **before** a **Buydown** is applied.

Items In Selected Buydown

UPC	Description	\$ Amount

Remove Selected Items
Remove All Items

This section is for removing either **Selected** or **All** assigned items from a **Buydown/Promo**. Simply highlight the applicable item(s) and choose the **"Remove Selected Items"** button.

"Remove All Items" will remove all items assigned to the highlighted **Buydown/Promo**.

Available Items

Select By Department | Select By Tree View

Department: All Departments

UPC	Description
714433005968	\$1,000,000 A YEAR FOR LIFE #596
714433007504	\$1,000,000 CASH BINGO #750
714433006491	\$1,000,000 CASH BLAST #649
714433006156	\$1,000,000 CASHWORD #615
714433007047	\$1,000,000 CASHWORD #647
714433006651	\$1,000,000 INSTANT LOT #665
714433006408	
000000009925	

Add Selected Items
Add All Items
Add Items That Start With:

Find UPC:
Find Description:

You can filter items by either **Department** or using **"Tree View"**.

Once the correct item is found, highlight it and press **"Add Selected Items"**.

From the filtered list, specific item information can be entered here to directly find an item.



- 3) To add items to a **Buydown/Promo**, first filter to the item(s) you wish to add. This can be accomplished by either **Department** or **Tree View**.

All items must be designated to a **Department**, however, using the **Tree View** with categorized descriptions makes filtering especially simple. This process is similar to assigning **Buydowns/Promos** via [Mass Updates](#).

The screenshot shows the 'Available Items' window with two tabs: 'Select By Department' and 'Select By Tree View'. The 'Department' dropdown is set to 'All Departments'. Below, a list of categories is shown with expandable icons:

- AUTO SUPPLIES
- BEVERAGES
- BOTTLE DEPOSIT
- BOTTLE RETURN
- BOTTLED WATER
- CANDY/GUM
- CIG FULL PRICE
- CIG GENERIC
- CIG HOUSE
- CIG IMPORT
- CIG SPECIAL
- CIGARS

- 4) Filtered items will appear in the **“Available Items”** List screen.

From this list, highlight applicable items you wish to add to this **Buydown/Promo**.

Remember, holding the **Ctrl Button** while performing **Mouse Clicks** will allow you to highlight multiple items!

UPC	Description
020501716217	T BEST 2/\$1 BEEF & CHEESE
020501792051	T BEST JERKY BAGS ORIG 20Z
020501792075	T BEST JERKY BAGS PEPPERED 20Z
020501792068	T BEST JERKY BAGS TERIYAKI 20Z
049000044539	TAB ENERGY 10 50Z
876742000680	TABEK ROBUSTO DULCE BX/24
876742000741	TABEK ROBUSTO DULCE SINGLE
876742000543	TABEK ROBUSTO NEGRA BX/24

- 5) Once items have been highlighted, press the **“Add Selected Items”** button.

Add All Items – This will add all items contained in the filter list.

Add Items That Start With – Type in a UPC or Description and items from the filter list fitting this will be added.

Find UPC – Enter a **UPC** and the item will be located in the filter list.

Find Description – Enter a description and items meeting this will be located in the filter list.

The screenshot shows a vertical stack of buttons and input fields:

- Add Selected Items** (red button)
- Add All Items** (grey button)
- Add Items That Start With:** (text input field)
- Find UPC** (text input field)
- Find Description** (text input field)



6) Added items will appear in the “Items In Selected Buydown” section.

Items In Selected Buydown

UPC	Description	\$ Amount
055555000050	TEST ITEM	\$2.00
020501716217	T BEST 2/\$1 BEEF & CHEESE	\$2.00

2 Items In Buydown/Promo

If at any time, initial setup or after initiation of **Buydown/Promo**, you need to remove all or specific items, return to the Add Items sections. Highlight the applicable item(s) and choose the appropriate option; “**Remove Selected Items**” or “**Remove All Items**”

Remove Selected Items
Remove All Items

7) When all applicable items have been added, press the **Close/X** button located in the top right corner of the **Add Items** screen.



Pricebook

Item Details | Mass Updates | Pricing Exceptions | Buydowns | System Discounts | Vendor Parts | Vendor Part Kits | Commissions | Uplifts | Inactive Items | R < >

Name	Amount	Manufacturer	Start Date	End Date	Sales P
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MARLBORO SPEC BLD RED / GOLD CTN (PA)	\$10.00	PHILIP MORRIS	10/2/2016	8/2/2017 11:59 PM	

New items will now show when the **Buydown/Promo** is highlighted in the above list.

Buydown: Buydown

Amount: 0.5000 | PHILIP MORRIS | 10/ 2/2016 | 12:00:00 AM | 8/ 2/2017 | 11:59:00 PM | Show In Retail Rpt

PLU	Description	Price	Sale Price
028200174345	MARLBORO\$1PK MEN GLD 100 BX	\$7.00	\$6.50
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028200174734	MARLBORO \$1PK SMOOTH 100 BX PK	\$7.00	\$6.50
028200174017	MARLBORO \$1/PK MEN BX 100	\$7.00	\$6.50
028200004857	MARLBORO BP UL MEN 100 BX PK	\$8.00	\$7.50

41 Items In Buydown/Promo

Stores:
 1 - Oneonta I
 2 - Middletown
 3 - Cobleskill
 4 - Amsterdam
 5 - Walton
 Check All
 Check By Zone
 Default
 Manage Items In Buydown

Pressing “**Delete Buydown/Promo**” will delete the currently highlighted **Buydown/Promo**.

Adding items via **Mass Updates** is another way of assigning **Buydowns/Promos** to an item or group of items. These steps are explained in the [Mass Updates](#) section of documentation.