

Commission Module

A sales commission is extra pay a salesperson receives for successfully making a sale. The purpose of the **Commissions Module** is to:

- Designate who is eligible to earn commissions.
- Design the rules for earning a commission.
- Determine who has earned a commission and calculate the amount.
- Create a payable for those individuals or companies who are not receiving payment through a payroll system.
- Create a report listing those individuals earning a commission that will be receiving payment through a payroll system.

A sales representative can be easily set up using a single screen. Since the information on the *Sales Rep Definition* screen is actually an amalgamation of other screens, when a sales representative is added using the screen all the other locations for the information are automatically updated.

Sales Rep	Contact ID	Name	Active				
CHRIS	CHRIS	Chris	<input checked="" type="checkbox"/>				
Co ID	Locn	Title	Group				
CHRIS	MAIN	Salesperson	SALES				
Phone 1	Ext	Phone 2					
610-258-5161							
Email							
rhoffman@twcorp.com							
<input checked="" type="checkbox"/>	Payables can be generated for this Sales Representative						
Street 1	PO Box 123						
Street 2							
City	Lehigh Valley	State	PA				
Zip	18001	Country					
Credit Status	Credit Limit	Terms	Customer ID	Currency			
Open	50,000	NET30	CHRIS	USD			
Supl Code	Tax ID	Email ID	Distribution ID	Rank	Tax	GST	1099 Type
A	123-45-6789	ONE	COMM	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Other Inc

You can define many and varied rules to use for calculating the commissions. For example, a rule can be defined for a single sales representative selling a single item to just one customer or a group of sales representatives selling a selection of products.

Rules can also be created to start on a given date and end on a given date. This might be useful if your intent is to promote a new product during its introduction phase or push a soon-to-be obsolete product to draw down stocks in inventory.

Commissions that sales representatives earn can be reviewed and payables created for them using the *Generate Commissions* screen. This is common practice when your sales representatives are independent companies.

For sales representatives whom work directly for your company and receive their commissions as part of their paycheck, a separate report can be printed that can be passed to the payroll department.

Draws against commissions for sales representatives are handled by printing a check for a supplier prepayment in the amount of the draw. When commissions are released as payables the prepayment can be netted against the payable before the commissions check is printed.

Tier	Extended Price	Commission %
1	0.000	5.00000
2	100.000	8.00000
3	1000.000	10.00000
4	10000.000	12.00000
5	100000.000	15.00000
6	0.000	0.00000

Altogether, the Commissions Module enjoys a range of flexibility wide enough to suit a variety of requirements.