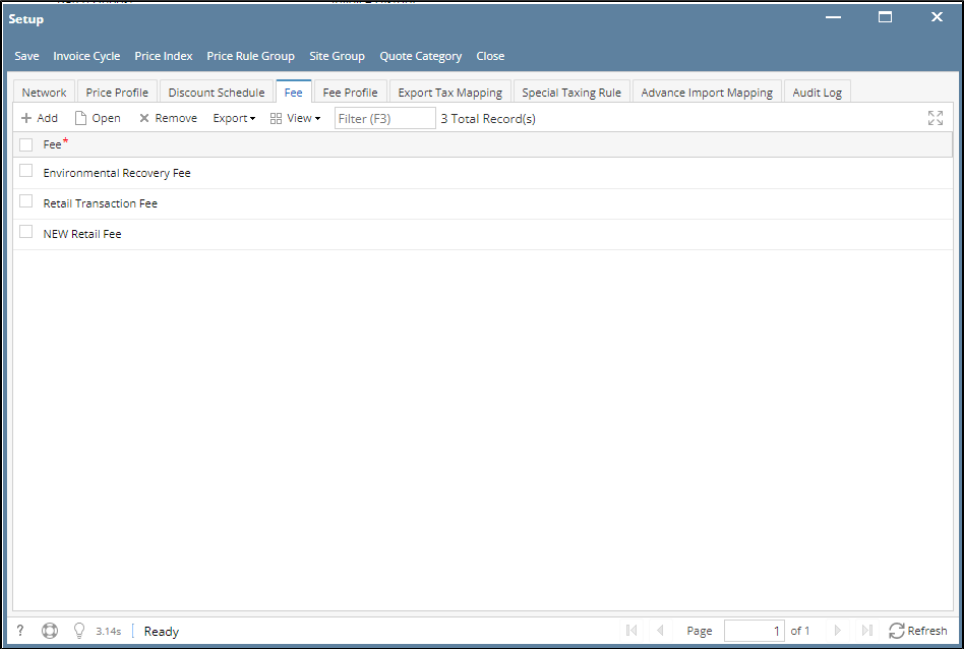
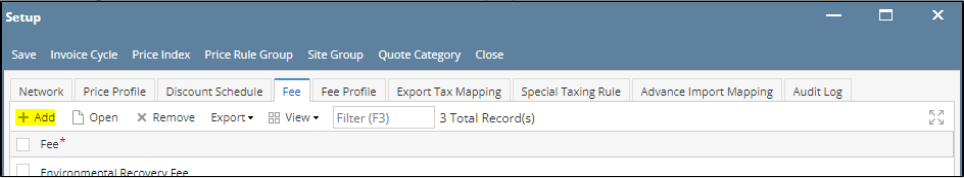


How to Create a Fee

1. From **Card Fueling** module, click **Setup**. The **Setup** screen will be displayed.
Click **Fee** tab screen.



2. Click **Add** grid button. The **Fee** detail screen will be displayed.



Fee -

New Save Delete Search Undo Close

Details Audit Log

Fee ID *

Description

Calculation Type *

Tiered Discount Schedule

Calc Frequency *

Transaction Type

Ext. Remote

Remote

Local

Foreign

Network ID

Card Type

Minimum Threshold 0

Maximum Threshold 0

Rate 0.000000

?

1.46s

Ready

Page 1 of 1

Refresh

- Enter/Select the following required fields: **Fee ID**, **Calculation Type**, **Calc Frequency**, **Transaction Type**, **Rate**. Depending on the **Calculation Type**, required fields may vary. Fill in the other fields as needed.
- Click **Save** toolbar button. The **Fee** name will append on the screen title. Then click the **Close** toolbar button or **X** button.

Fee - FEE1

New Save Delete Search Undo Close

Details | Audit Log

Fee ID * FEE1

Description FEE Test

Calculation Type * Transaction

Tiered Discount Schedule

Calc Frequency * Billing Cycle

Transaction Type

Ext. Remote ☒

Remote ☒

Local ☒

Foreign ☒

Network ID

Card Type

Minimum Threshold 0

Maximum Threshold 0

Rate 0.000000

? 1.46s Saved Page 1 of 1 Refresh

5. In the **Fee** tab screen, the created **Fee** will be listed.

Setup

Save Invoice Cycle Price Index Price Rule Group Site Group Quote Category Close

Network Price Profile Discount Schedule **Fee** Fee Profile Export Tax Mapping Special Taxing Rule Advance Import Mapping Audit Log

+ Add Open X Remove Export View Filter (F3) 4 Total Record(s)

☐ Fee *

☐ Environmental Recovery Fee

☐ Retail Transaction Fee

☐ NEW Retail Fee

☐ FEE1

? 3.14s Ready Page 1 of 1 Refresh