

What is it for?

This report will help to identify the commission amount to be paid out to each salesperson from the following areas of the booking:

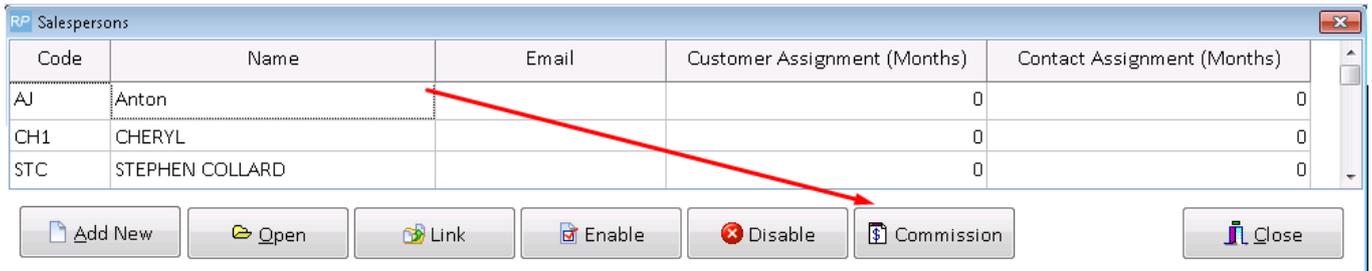
- Rental
- Sales
- Labour
- Sundries
- Surcharge
- Insurance
- Equipment Sub rental
- Losses & Breakages
- Labour Sub Rental

How do I set up SalesPerson Commission?

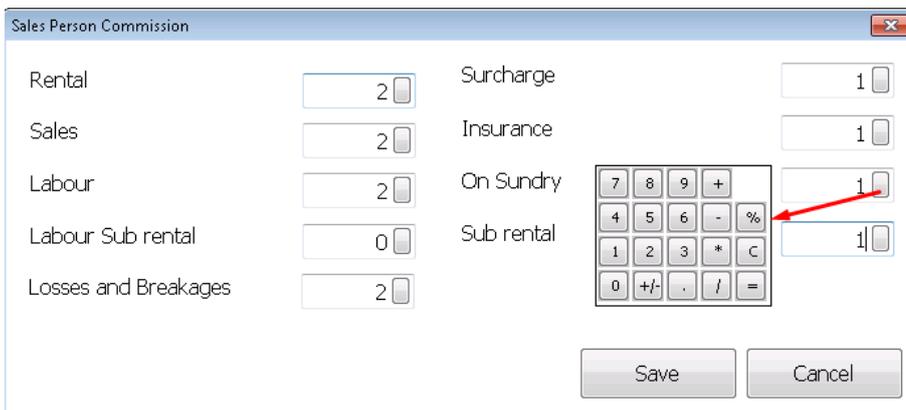
Set up SalesPerson Commission via Setup → Salespersons off the main Rentalpoint Menu.



Highlight the salesperson for which you want to set up a commission and click the commission button.



Setup Salesperson percentage commission as desired and save

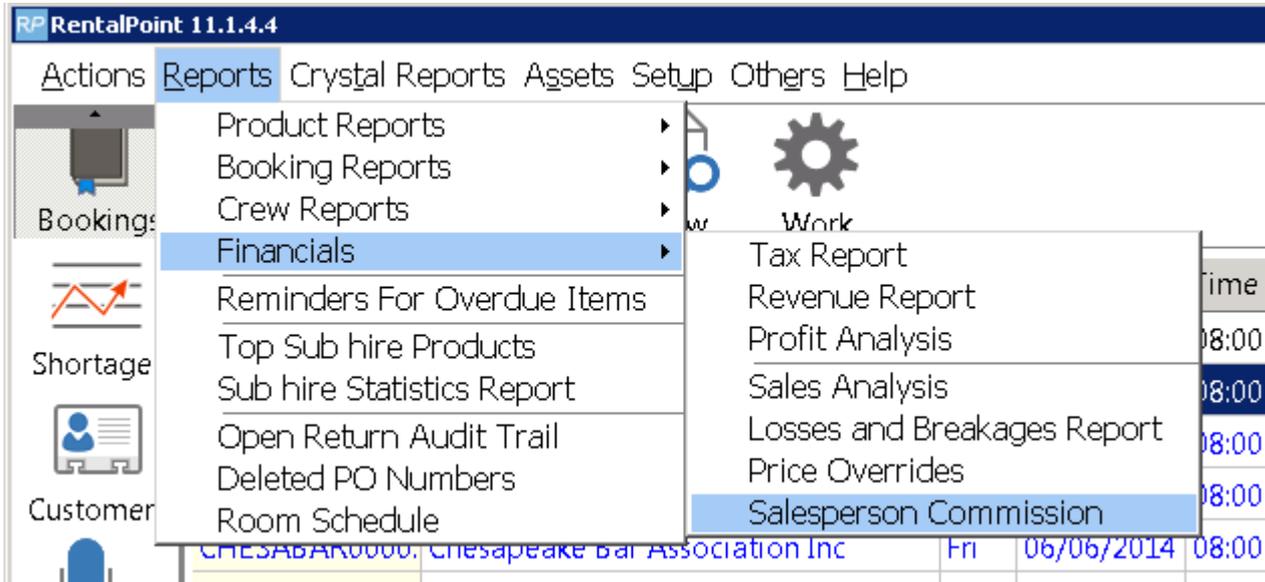


Click on the small button in one of the fields to show calculator if needed.

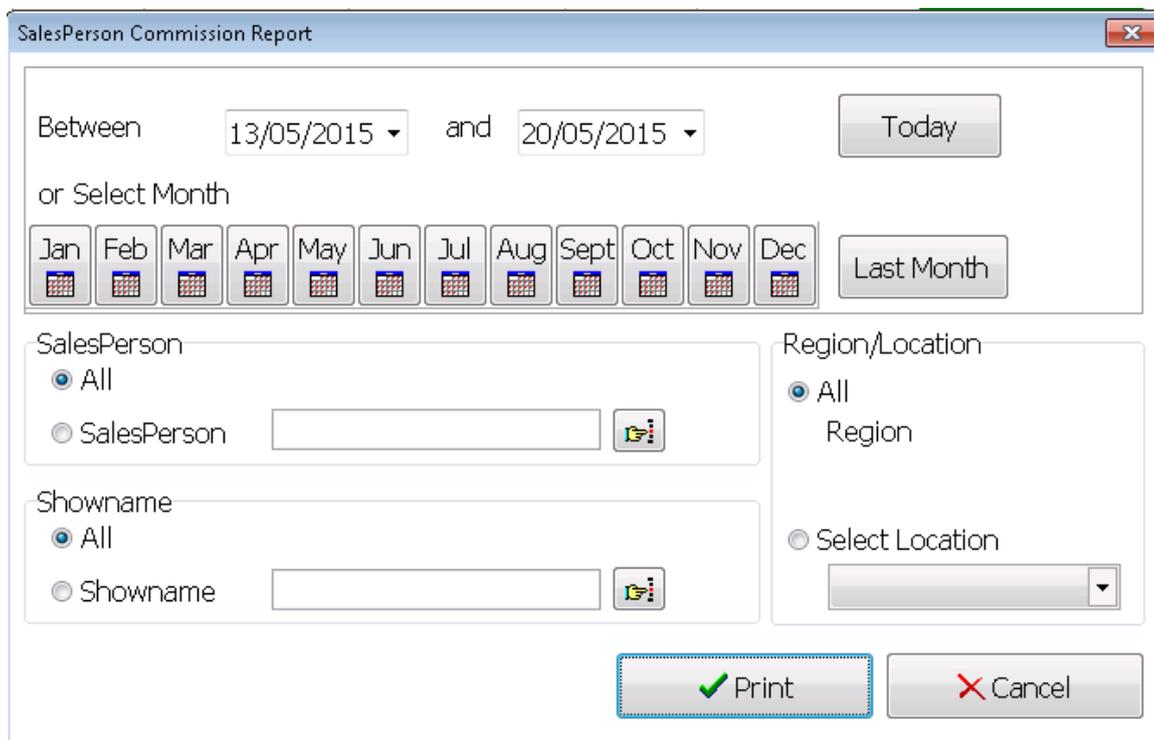
Setup of commission is now complete!

How do I run the report?

Access the report from the main Rentalpoint Menu as below:



Enter your preferred parameters and hit print



The screenshot shows the 'SalesPerson Commission Report' dialog box. It contains the following fields and options:

- Between:** 13/05/2015 and 20/05/2015. A 'Today' button is next to it.
- or Select Month:** Buttons for Jan, Feb, Mar, Apr, May, Jun, Jul, Aug, Sept, Oct, Nov, Dec. A 'Last Month' button is also present.
- SalesPerson:** Radio buttons for 'All' (selected) and 'SalesPerson' with an input field and a search icon.
- Showname:** Radio buttons for 'All' (selected) and 'Showname' with an input field and a search icon.
- Region/Location:** Radio buttons for 'All' (selected) and 'Region' with an input field. Below it is a radio button for 'Select Location' with a dropdown menu.
- Buttons:** 'Print' (with a green checkmark) and 'Cancel' (with a red X).



SalesPerson Commission Report

Below is an example of the report:

SalesPerson Commission report 20/05/2015 14:01:40

Salesperson: Anton Jakimenko													
Booking No.	Show name	Order No.	Show start	Rental	Crew	Sales	Losses	Insurance	CC Surcharge	Sundry	Equipment Cross rentals	Crew cross rentals	Total
			Show end										
A CREDIT00487			14/05/2015 02:47 pm	1,304.38	80.50	294.40	0.00	0.00	0.00	0.00	0.00	0.00	1,679.28
			14/05/2015 06:00 pm	-0.00	-0.00								
				1,304.38	80.50								
Total				1,304.38	80.50	294.40	0.00	0.00	0.00	0.00	0.00	0.00	1,679.28
Commission Percentage				2.00 %	2.00 %	2.00 %	2.00 %	1.00 %	1.00 %	1.00 %	1.00 %	0.00 %	
Commission Amount				26.09	1.61	5.89	0.00	0.00	0.00	0.00	0.00	0.00	45.72