

Commodity Items

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Commodity Item Management

Main Menu -> Files -> Commodity Items

Use this file to record all of the different types of materials you work with in your jobs. In addition to materials, you may work hourly for a contractor and the type of material you move may not be relevant in your billing. In that case, you may want to create a commodity item Hourly or Hourly Work to show on your billing.

Commodity Items

Quick Find

Description

CA-6

Active

☒

Locations

Randall Sand & Gravel	Garberville CA		
Smithrock Quarry	Glendale CA		

\$25.25

Per

Tons

Add Loc

Units

Tons

Expense

Material

New

Delete

Print

Done

Quick Find - Use the Quick Find dropdown selection to find and select the existing record you are looking for.

Description - Material or service as you would want it to read on your invoicing.

Active - If unchecked, will prevent this item from appearing on dropdown lists.

[Locations](#) - Each quarry location that provides this particular commodity along with their price per [Unit of Measure](#).

Add Loc button - Add a new quarry location and price.

Units - Normal unit of measure.

Expense - The type of expense as defined in the Company Setup -> Files - Expense Categories section.