

# Setting Prices

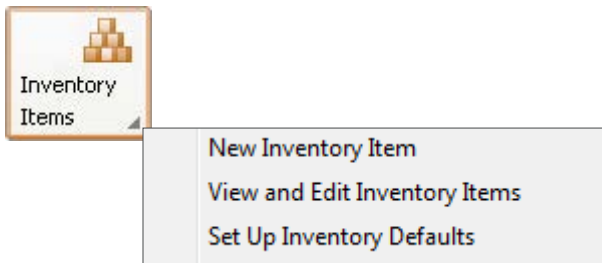
Available in Sage 50 Premium Accounting and Higher

## Quick Reference Guide

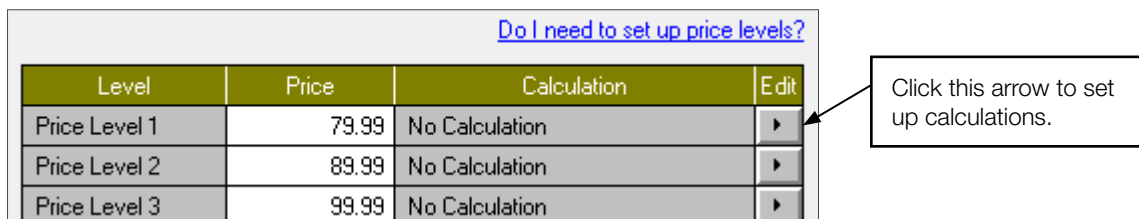
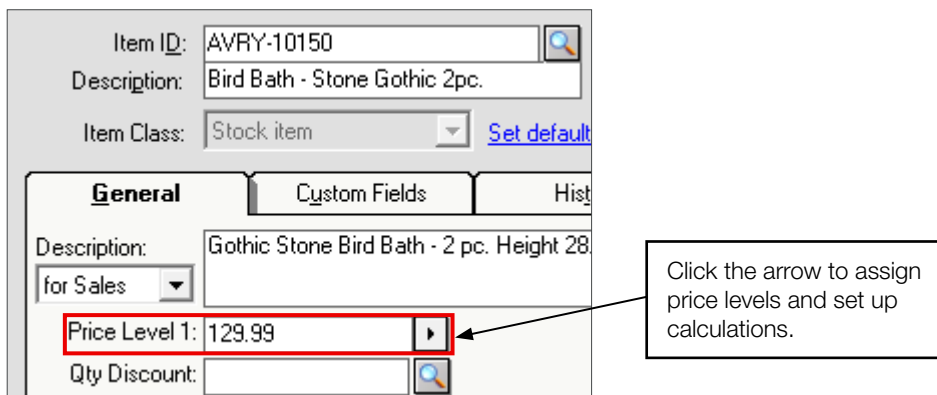
### How do I set my item prices?

There are two ways you can assign prices to your items. Go to the **Maintain Inventory Items** window or **Maintain Item Prices** window.

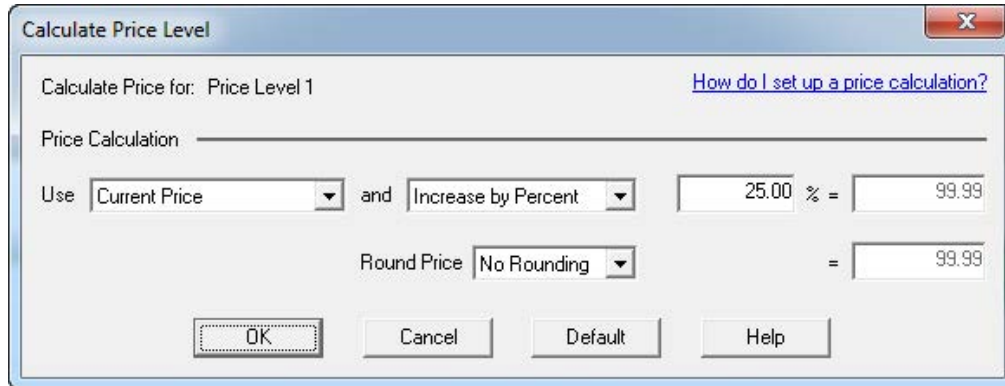
- You can change prices individually by typing in a price in the Maintain Inventory Items window (Sage 50 Pro Accounting and higher). Go to the **Inventory/Services Navigation Center** and select Inventory Items. You can set up a new item or assign prices to an existing item.



- In the **Maintain Inventory Items window**, select the Item ID you want to set prices for.



You can **create price level calculations** to save you time and effort. Instead of manually entering sales prices, use the base price and a calculation to adjust the prices as needed.



- The **Maintain Item Prices window** allows you to change sales and billing prices for a single item, a range of items, or all inventory items. In the Inventory/Services Navigation Center, click Prices.



Select which levels to adjust

- Price Level 1
- Price Level 2
- Price Level 3
- Price Level 4
- Price Level 5
- Price Level 6

Select method of adjustment

Level's current calculation, and new cost information

Level's default calculation

Calculation selected below:

Use  and

Round New Value to

Item	Last Cost	New Price	New Price		
Description		Price Level 1	Price Level 2		
AVRY-10050	0.00	59.99	69.99	79.99	
Prefabricated Birdhouse		59.99	69.99	79.99	
AVRY-10050-LG-C	17.25	79.99	89.99	99.99	
Prefabricated Birdhouse		79.99	89.99	99.99	

Enter price levels for your items.

**Did you know?**

- When modifying price levels that are used to calculate other prices, you must click **Recalc** to update the other prices.



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