

# Sales Commission Report

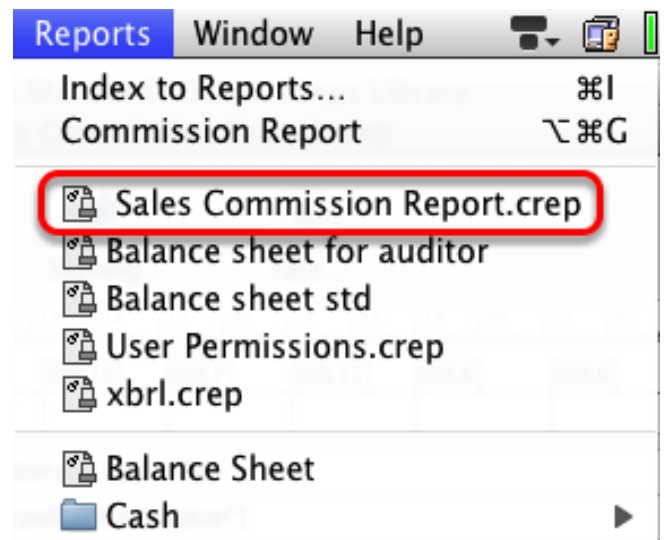
## Report Installation

If you do not know how to install this report, download Moneyworks report installation instructions here:  
<http://tinyurl.com/yj9m8mp>

Acme Widgets Ltd  
Profit & Loss Report for May/2011:12

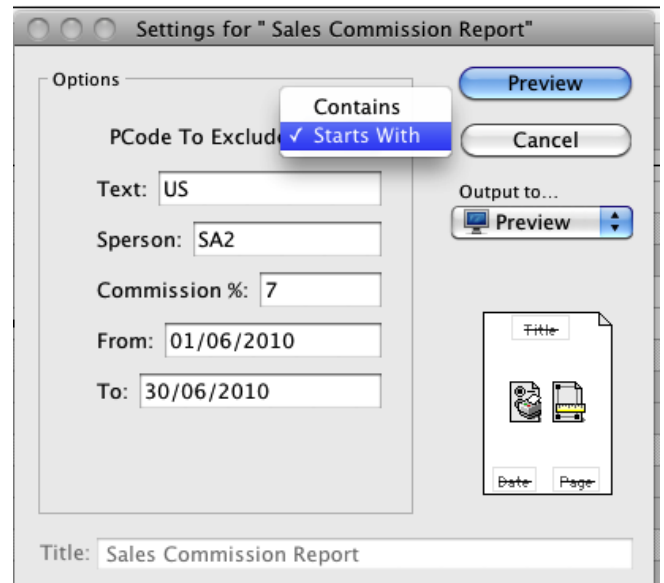
	A_PRO	B_PRO	C_PRO	D_PRO	E_PRO	G_PRO	H_PRO	Total
<b>Income</b>								
Other Income	5,000	10,000	0	2,000	2,500	3,000	1,500	24,000
Interest Received	0	0	3,000	0	0	0	0	3,000
Continging Income	0	0	1,000	0	3,000	0	0	4,000
<b>Total Income</b>	5,000	10,000	4,000	2,000	5,500	3,000	1,500	31,000
<b>Direct Expenses</b>								
Total Direct Expenses	0	0	0	0	0	0	0	0
<b>Net Income</b>	5,000	10,000	4,000	2,000	5,500	3,000	1,500	31,000
<b>Other Expenses</b>								
General Expenses	0	2,000	0	0	0	5,000	0	7,000
Computer Expenses	0	1,000	0	0	0	2,500	0	3,500
Phone	2,500	2,000	0	500	500	0	0	5,500
Accounting Fees	0	0	0	0	2,000	0	0	2,000
Postoffice	1,000	1,000	0	0	1,000	0	0	3,000
<b>Total Other Expenses</b>	3,500	6,000	0	500	3,500	2,500	5,000	21,000
<b>Profit (Loss)</b>	1,500	4,000	4,000	1,500	2,000	500	-3,500	10,000

## Choose Reports > Sales Commission Report



## Set report options

- 1. Product code to exclude:** If there are products you don't want to be included in the report, you can exclude them here, assuming they all have a common feature in their code (e.g. you could make all products to exclude have a star character at the end of their code). Enter the text to match in the product code in the *Text* field
- 2. Salesperson:** Enter the salesperson code here. If you leave it blank, the report will produce a separate section for each salesperson
- 3. Commission %:** Enter the commission rate to apply.
- 4. From and To:** Enter the date range of transactions to include



## Notes

1. Posted and unposted transactions are included. (Let us know if you need this changed)
2. Freight, Tax and prompt payment discounts are deducted from the total before the commission is calculated

## The results...

Each invoice is shown for each Salesperson.  
 The commission column is totalled up for each salesperson and a grand total is shown too.

Acme Widgets Ltd Sales commission paid as of 30/06/2010 Salesperson:2										
Ref No	Cust Code	Customer	Date	Gross amount	Tax	Prompt Pymt Disc	Freight	Gross-disc, tax, freight	Commission	Amnt Received
1973	AUTUMN	Autumn Fabrix Ltd	01/06/2010	376.88	41.88		10.00	325.00	22.75	376.88
1972	AUTUMN	Autumn Fabrix Ltd	01/06/2010	410.06	45.56	36.45	5.00	323.05	22.61	410.06
1976	USCLIENT	US client	14/06/2010	432.50	0.00	43.25	5.00	384.25	26.90	389.25
1975	AUTUMN	Autumn Fabrix Ltd	30/06/2010	410.06	45.56	72.90	5.00	286.60	20.06	410.06
<b>Total Commission</b>									<b>92.32</b>	