Prices

Configuration · https://mountainstream.co/docs/prices/

Prices must be set so invoices are generated correctly.

Price lists may be imported or created on screen and attached to multiple customers.

1. **Items › Price Lists › Select customer** and set custom prices. If no price is set, the default price is used.
2. Prices on an invoice are effective at snapshot. Therefore, changes to prices do not change prices in unprocessed invoices.
3. You may attach a price list to a customer instead of setting bespoke prices.
4. You may also edit a customer’s price list directly in the customer’s Item Catalog.

[Blue text on a white background reads Set Custom Prices to manage your unique prices with ease.]

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IMPORTANT: *If we imported the price list name in the import template, you must now populate the pricelist (same screen as above, select price list. Or import it. Or use Batch Edit*

Note also that when a customer has custom prices, these must be adjusted independently of a generic price increase, applied to the default price list.

Removing Custom Prices

Option 1:

To see which customers have custom discounts, go to **Items › Prices › All Items › Custom Prices.**

[A software interface displays a Batch Edit Item Prices page with customer, item name, price, and discount columns. The ITEMS menu is open, with Prices and Price Lists highlighted in the dropdown.]

[A computer screen displays a spreadsheet titled Batch Edit Item Prices - All Custom Prices, showing item names, prices, wholesale costs, and discounts for 1801 Cafe, Inc., with filter and grouping options conveniently located on the right.]

Option 2:

To clear the custom prices of a customer, go to **Items › Prices › All Items › Price Lists** and select the customer from the dropdown.

[A software interface displays a Batch Edit Item Prices page with customer, item name, price, and discount columns. The ITEMS menu is open, with Prices and Price Lists highlighted in the dropdown.]

[A dropdown menu is open under the Items tab, showing customer options. Arrows and labels indicate to select a customer and note that ** means custom prices or discounts apply for that customer's items.]

[Screenshot of a bread pricing management interface. A green “Remove all custom prices” button is highlighted with a red label, noting it appears when customer prices are loaded, letting users clear all custom prices at once.]

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