

Important Note from Datafile Software

Resetting Prices Including VAT

On 4th January 2011 the Standard VAT rate will change to 20%

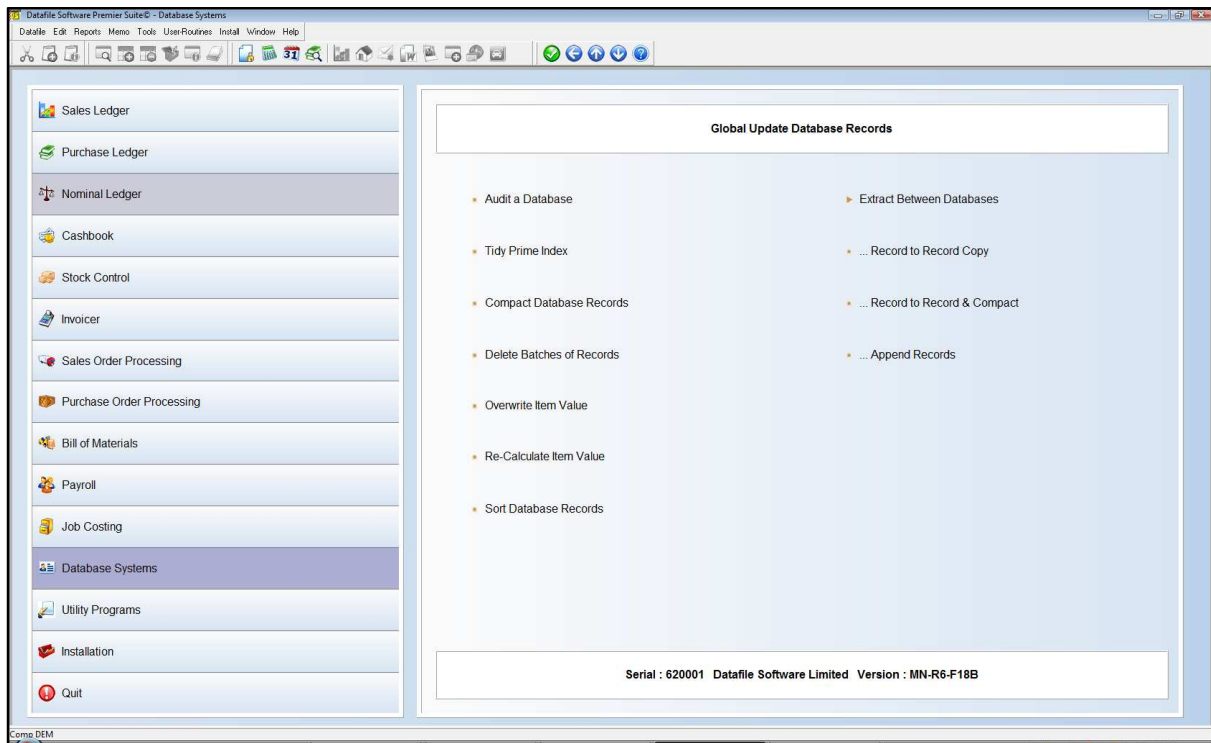
If you hold prices on your Stock/Product file (or indeed Matrix file) inclusive of VAT then you need to decide whether to reset the price according to the new VAT rate or whether to roll with the current price and have, in effect, a decrease in your price exclusive of VAT.

If you decide to re-calculate your prices there are procedures you can run within Datafile to do this – you must identify how the ‘retail price’ is recorded currently first however. If your retail price is a calculated field based on a trade (VAT exclusive) price then it is likely that a change in the database structure is required. In this configuration it is likely that a value of 17.50 or 117.50 is held within the constants value of your stock/product database and you will need to amend this to 20.00 or 120.00. Speak to your Datafile Software support agent for assistance on changing this.

If you key the retail price on the stock/product database for each new stock item then routines can be run to recalculate the price for all stock items – note though that if ‘rounding’ prices to whole pounds, to 99p, etc. then you may still have to key updated prices manually even after a global recalculation.

If you decide to recalculate your prices then we recommend you call your Datafile Software support agent to talk you through the processes discussed below – but ensure you have a full backup before making any changes.

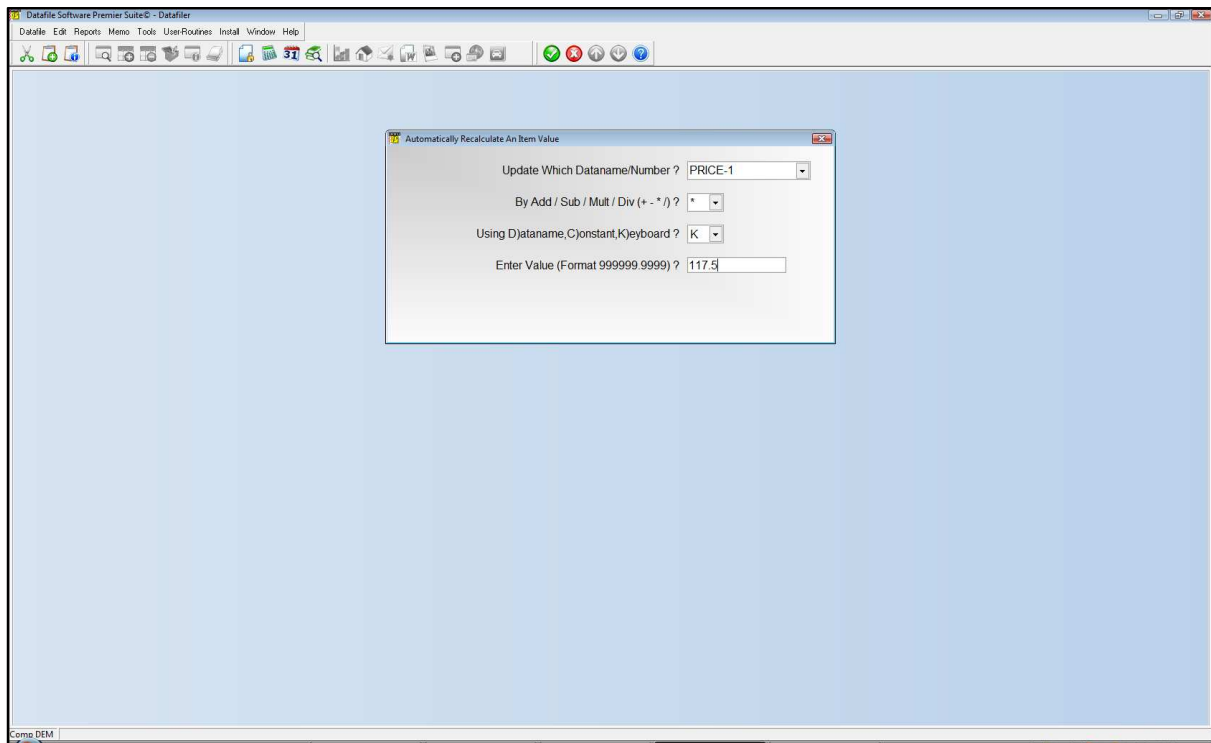
To recalculate select the ‘Database Systems’ menu option followed by ‘Global Updates to a Database’ and then ‘Recalculate an Item Value’, enter the pathname for the stock / product database when prompted.



You will be running the Recalculate process twice on each appropriate price field – on the first pass you will be multiplying the current value by 120.00, the second pass will be dividing the value by 117.50.

Example – if current price is £235.00 then the first pass multiplying the price will reset the value to £28,200.00, the second pass dividing the value will reset the value to £240.00

When running the recalculation you will be prompted:



Update Which Dataname/Number – select the retail price first.

By Add / Sub / Mult / Div – on the first pass select '*' for Multiplication, on the second pass select '/'

Using D)ataname, C)onstant, K)Keyboard – enter 'K' for keyboard.

Enter Value (Format 999999.9999) – enter 120.00 on first pass when multiplying the value, enter 117.50 on second pass when dividing the value.

NB: Users using Sales Order Processing will need to consider whether they wish to re-price active orders to the new retail price (manually) or if they wish to let prices ripple through onto new orders only.