

Make Sale/Post Fees - Add Tax in the Post Fees Section

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When using *Make Sale/Post Fees*, the tax checkbox is pre-checked and tax is automatically calculated based on the percentage entered the *Tax Rate* field in *Tools > Edit Settings*.

This box can be unchecked if needed.

The screenshot shows the 'Make Sale / Post Fees' interface. At the top left is a 'Return' button. The main title is 'Make Sale / Post Fees'. Below the title are two main sections: 'Family Details' and 'Sale Summary'. The 'Family Details' section shows 'Rubble' as the family name, a 'Store/Family Search' field, and a 'Current Balance: -5.00'. The 'Sale Summary' section shows 'Sub-Total: 64.00', 'Tax: 4.80', and 'Total: 68.80'. Below these are 'Payment Options' with 'Save Fee & Pay Now' and 'Save Fee' buttons. A yellow callout box points to the 'Save Fee' button, stating 'Tax checkbox is pre-checked and tax is calculated based on the Tax Rate entered in Edit Settings. This can be unchecked if needed.' Below the payment options is a table for 'Selected Items' with columns for 'Item #', 'Class/Event', 'Note', 'Price', 'Discount', and 'End Amount'. At the bottom is the 'Post Fees' section, which is highlighted with a yellow border. It contains fields for 'Type*', 'Category1:', 'SubType:', 'Amount:', 'Discount:', 'Tax:', and 'End Amount:'. The 'Tax' field is checked and shows '4.80'. Below these are fields for 'Session:', 'Student:', 'Class/Event:', and 'Note:'. The 'Student' field is filled with 'BamBam Rubble' and the 'Class/Event' field is filled with 'Beginner Dance'.