

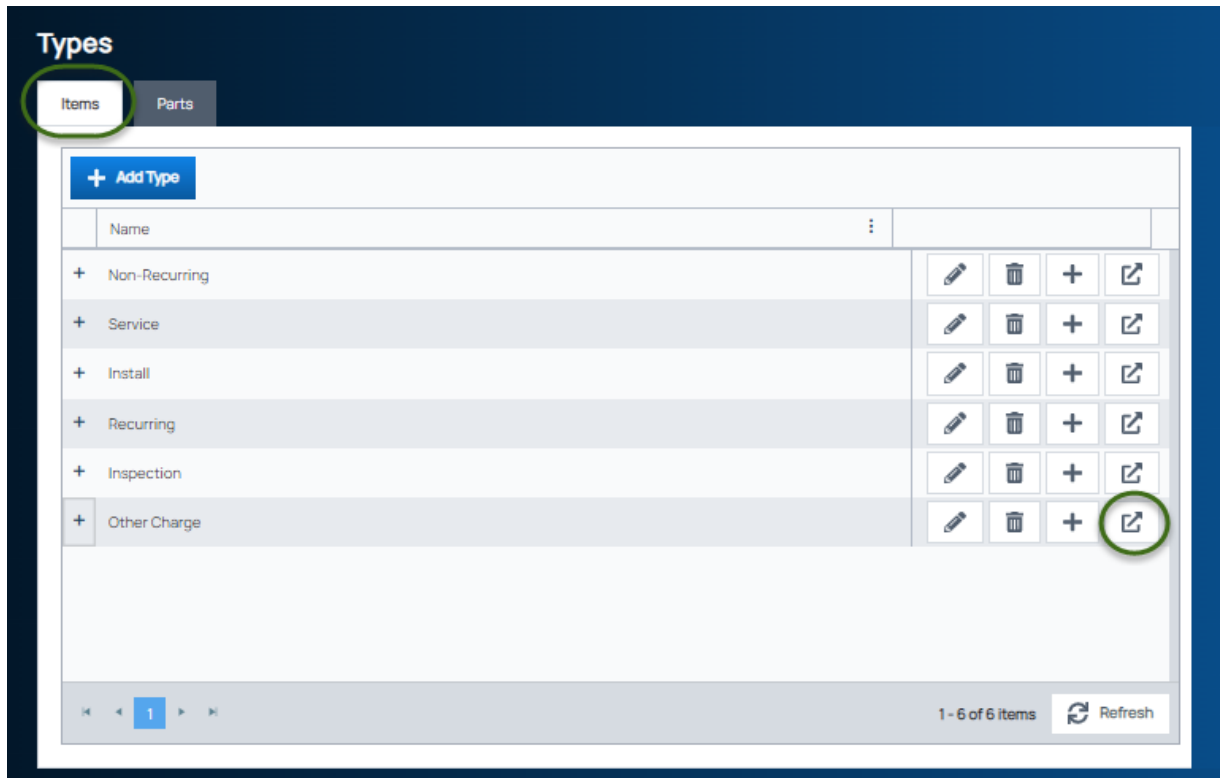
# Linking a Type to an Invoice Item

Last Modified on 04/27/2022 6:14 pm EDT

Once you have created Item Types and Sub-Types, you are able to link these to one or more Invoice Item records.

To link an Item Type to one or more Item records, from the main menu, arrive at the Items Type setup with this path: Setup > Items & Parts > Types.

The Items Types list will be displayed. Locate the Type you want to link, and then click on the link button (box with an arrow icon) .



The Add Items List will be displayed. Check the box to the left of each Item that you want to link to this Type.

When finished, click on the Add Items button at the bottom of the list.

Add Items									
Search Items		Items Selected: 0						+ Create Item	
Item Code	Name	CL	Taxable	Recurring	Rate	Cost	Labor Units		
<input type="checkbox"/>	Maint Agreement	Maintenance Agreement	<input type="radio"/> NO	<input checked="" type="radio"/> YES	\$0.00	\$0.00	0		
<input type="checkbox"/>	Monitoring	Monitoring Services	<input checked="" type="radio"/> YES	<input checked="" type="radio"/> YES	\$35.00	\$0.00	0		
<input type="checkbox"/>	NSF	NSF/Rejected Reversal	<input type="radio"/> NO	<input type="radio"/> NO	\$0.00	\$0.00	0		
<input type="checkbox"/>	Radio Backup	Radio Backup Monitoring for the sake of things th...	<input checked="" type="radio"/> YES	<input checked="" type="radio"/> YES	\$25.00	\$0.00	0		
<input type="checkbox"/>	SERV3HR	3 hour service	<input type="radio"/> NO	<input type="radio"/> NO	\$100.00	\$20.00	3		
<input type="checkbox"/>	Service Fee- No Tax	Service Fee	<input type="radio"/> NO	<input type="radio"/> NO	\$0.00	\$0.00	0		
<input type="checkbox"/>	Service Labor - Taxable	Service Labor	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$0.00	\$0.00	0		
<input type="checkbox"/>	Service Labor - Non-Taxable	Service Labor - Non-Taxable	<input type="radio"/> NO	<input type="radio"/> NO	\$85.00	\$60.00	0		
<input type="checkbox"/>	Service Parts - Taxable	Parts & Equipment	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$0.00	\$0.00	0		
<input type="checkbox"/>	Service Parts- No Tax	Service Parts	<input type="radio"/> NO	<input type="radio"/> NO	\$0.00	\$0.00	0		
<input checked="" type="checkbox"/>	Shipping	Shipping & Handling	<input type="radio"/> NO	<input type="radio"/> NO	\$0.00	\$0.00	0		

1 - 36 of 36 items Refresh

+ Add Items X Cancel