Retail Price Changes

evoBackOffice
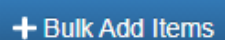
Retail Price Change enables quick and easy price changes to be made to any group of products; e.g. departments, sub-departments, tag groups, supplier, or products selected on the HHT by the store.
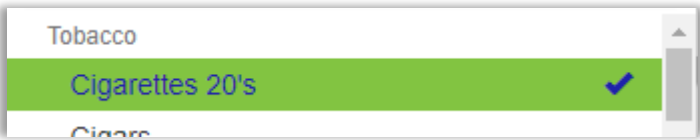Changes can be made to align item retail prices to a specified margin, or change prices by a specified % or value.

This guide shows how to do a fixed price increase on a specific sub-department e.g. a budget increase of 50p on cigarette prices.

From the home screen select Stock -> Retail Price Change

1
- Select **Add Retail Price Change** `+ Add Retail Price Change`
- Type in a **Reference** (e.g. Tobacco Budget)
- Select **Create Retail Price Change**

Retail Price Change Lines

Barcode	Description	PLU Code	Cost Price	Retail Price	New Retail	New Margin	PM	
5000143920727	SOVEREIGN BLUE K/S TPD 20'S	101016	£7.55	£10.64	10.64	14.83%	☐	✖
5000143927931	SOVEREIGN BLUE K/S TPD 20'S	101016	£7.55	£10.64	10.64	14.83%	☐	✖
5000143922516	STERLING S/KINGS TPD 20'S	101035	£8.17	£11.42	11.42	14.20%	☐	✖

2
- Select **Bulk Add Items** `+ Bulk Add Items`
- Select the sub-department(s) as many as required from the drop down list.

Tobacco	
Cigarettes 20's	✔
Cigars	
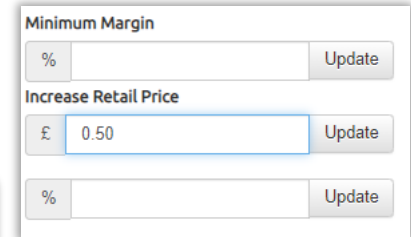
- Select **Bulk Add Items** `+ Bulk Add Items`

The screen will now populate will all items in the selected sub-department

3
- Key in the amount of increase to be added to items (this example is 50p)
- Select **Update**

> NOTE: Price reductions can be made if required using a negative value.

Minimum Margin
`%` `[ ]` `Update`
Increase Retail Price
`£` `0.50` `Update`
`%` `[ ]` `Update`

The screen will now show the increased price in the New Retail box.
Prices can be manually changed if required.
When all new retail prices are correct select

`✔ Finalise Retail Price Change` and `✔ Post Retail Price Change`

Remember to complete Shelf Edge labels for price increases before sending prices to the POS

TLM technologies

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