



Fuel Adjustment Factors (FAF Groups)

Modified on: Wed, 16 Jan, 2019 at 5:23 PM

Fuel Adjustment Factor groups (FAF Groups) are a special company record type which allow you to assign the same fuel adjustment factors to multiple clients. Changing a FAF Group's fuel percent automatically updates the FAF rate used by any companies it has been assigned to. FAF can also be manually entered per client.

FAF is calculated at invoicing time and can be displayed as a total at the bottom of an invoice or per job. FAF is not visible anywhere in iCOS LIVE, and is applied before tax and is itself taxable.

 The FAF display style can be configured per client in their financial profile

 Only internal users can create, maintain and assign FAF Groups and they need the **Super User** task **Client Company Maintenance** to do so

Creating a FAF Group

1. Open the **Companies** screen from the **Super User** menu
2. Select -- **NEW COMPANY** -- from the **Company** drop down
3. Enter a **name** for your new FAF Group
4. Select **FAF Group** from the **type** drop down
5. Enter your Fuel Adjustment Factor percentage into the **Fuel %** field

The screenshot shows the 'Company' profile form in the iCOS software. The form is divided into three tabs: 'Details', 'Places', and 'Profile'. The 'Company' dropdown menu is highlighted with a circled '1'. The 'Type' dropdown menu is set to 'FAF Group' and highlighted with a circled '2'. The 'Fuel %' field is set to '9.25'. The 'Add' button at the bottom right is highlighted with a circled '3'.

Details	Places	Profile
Company -- NEW COMPANY --		
Name	Cheap FAF	
Type	FAF Group	
Address		
		Post Code
Sales Rep		
Auto Docket	<input type="checkbox"/> Prefix Start End	
Contact		
Phone		Fax
Mobile		
E-mail		
GST #		A/C #
Fuel %	9.25	
Disable	<input type="checkbox"/>	
Company Code		
Rate Master	0	

0

Delete Clear Add

Updating a FAF Group

1. Select a FAF Group from the **Company** dropdown
2. Enter the new Fuel Adjustment Factor into the **Fuel %** field
3. Click the **Save** button

Details	Places	Profile	
Company Cheap FAF 1			
Name	Cheap FAF		
Type	FAF Group		
Address	<div></div> <div></div> <div></div>		
		Post Code	
Sales Rep			
Auto Docket	<input type="checkbox"/>	Prefix	Start End
Contact			
Phone		Fax	
Mobile			
E-mail			
GST #		A/C #	
Fuel %	4.00 2		
Disable	<input type="checkbox"/>	Company Code	
		Rate Master	0
Added: 2014-10-02 14:04:16 44396			
		Delete	Clear 3 Save

Assigning a FAF Group

1. **Select** the company you wish to assign a FAF Group to from the **Company** drop down
2. Select a FAF Group from the **Fuel %** drop down
3. Click the **Save** button

Details	Places	Profile	
<div>Company The Juicy Produce Company 1</div>			
Name	The Juicy Produce Company		
Type	Client		
Address	24 Apple Lane Eden Terrace Auckland 2014		
Sales Rep	Terry Teo		
Auto Docket	<input checked="" type="checkbox"/> JUICY 1000 End		
Booking Memo			
Stop Credit	<input type="checkbox"/> Booking Alert <input type="checkbox"/>		
Contact	Con The Fruiterer		
Phone	09 123 4567	Fax	09 123 4568
Mobile	021 123 4567 (Emergency Only)		
E-mail	con@thefruiterer.com.au		
GST #		A/C #	JUICY
Fuel %	Cheap FAF (4.00%) 2 Custom Cheap FAF (4.00%) Example FAF Group (9.25%) Expensive FAF (19.00%) Standard FAF (12.00%)		
Disable	<input type="checkbox"/>		
Added: 2016-12-18 17:11:47 73666			
		<input type="button" value="Delete"/>	<input type="button" value="Clear"/> 3 <input type="button" value="Save"/>

Preview