



Define Fees

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Menu: Billing → Define Fees

Most PH customers will have one “Fund” which is lab. To choose a fee, use the drop-down list. The first choice is “Add a new fee”, but others are in the drop down. Choose a fee from the list.

Lab fees should match existing test names.

There are multiple ways to define fees in PH.

- By Sample Same price for all samples
- By Crop
- By Crop Group
- By Variety

In order to support legacy pricing, by default the **LARGEST** fee will be used if more than one fee definition is found. If a fee is defined as \$10 per sample, but also has a crop fee of \$8 for wheat, the crop fee will be ignored and the default \$10 fee will be used instead. Customers that wish to use hierarchical pricing will need to contact support.

Additional Resources

See also these documents:

- [Test Definitions](#)
- [Setting up Fees for Tests \(or Services\)](#)