

Dexter: Adjusting Fuel Surcharges

This article was written at Dexter revision 3.20.00 on August 1, 2005. It is possible that, in the future, this Dexter will change somewhat. So, the screen captures and maybe even the instructions may not be entirely up to date. In any event, this article will still be quite helpful.

Dexter was written so that you have control of most all aspects of the program. This is also the case for fuel surcharges. You can not only adjust the fuel surcharges when the carrier's change them, you can also markup these fuel surcharges up by adding your own percentage.

Once a month, or so, it seems that the carriers determine whether they need to adjust their fuel surcharges. Lately, all them seem to do is go up, up, up! We post the fuel surcharges on our web site at <http://www.bnl.com>. You can find a calendar with these fuel surcharge adjustments by clicking on the 'Information Forum' button at the top of the web site, and then go to the calendar by clicking on the 'Calendar' button once the Forum appears.

Once you have checked for the current fuel surcharge, you can go into Dexter, and click on the aqua calculator button to open up Price Factoring. You can also open Price Factoring by choosing the menu item Options, and then choosing Price Factoring.

Pricing Factors

Select Carrier: UPS
FedEx Air
FedEx Ground
Postal
DHL

Select Pricing Factor: Early A.M. Surcharge
Worldwide Express Plus Surcharge
Delivery Area Surcharge - Commercial
Delivery Area Surcharge - Residential
Extended Area Surcharge (Package)
Extended Area Surcharge (Pound)
Residential Surcharge
Fuel Surcharge
Dimensional Weight Factor

Description: **Fuel Surcharge**

Explanation: UPS reserves the right to institute a fuel surcharge on some or all shipments without prior notice. This surcharge may apply to any domestic or interantion transportation or other charges, including, but not limited to, any accessorial charge or srcharge. This surcharge will be applied to such services and for sich periods as UPS, in its sole discretion, may determine necessary. The current fuel surcharge is described at UPS.com.

Carrier Factors	Your Factors	Total Factors
Domestic Percent Air	9.5	+ 0 = 9.50
Domestic Percent Ground	2.75	+ 0 = 2.75
International Percent Air	9.5	+ 0 = 9.50
International Percent Ground	2.75	+ 0 = 2.75

Is this in regard to percentages?

Set Carrier Service List

Once you have Price Factoring open (it will look like the screen capture herein), you can select the carrier you want to adjust from the list at the top of the form. Then select the pricing factor from the list to the right of the carrier list.

Towards the bottom you will find twelve text boxes. The first column of four are the factors that the carrier will charge you for fuel. We have separated these into air and ground for domestic shipping, and air and ground for international shipping. The second column of four are the factors that you would

like to charge in addition to the carrier charges. The third column of four are a totaling of the two columns of facts to get the percentage that you will be charging you clients.

In the screen capture shown here, domestic and international air factors are set to 9.5%, and the domestic and international ground factors are set to 2.75%. No factors are set under 'Your Factors'. This means that you will be charging nothing in addition to what the carrier will be charging you.

If you want to charge 1.5% more than what the carrier charges you, you should set the 'Your Factors' area as shown in the second screen capture. If you do this, you will see that domestic and international air factors are set to 11%, and the domestic and international ground factors are set to 4.25% (see, Your Factors).

Now, to adjust fuel surcharges for a different carrier, you can just choose the next carrier and then the fuel surcharge for that carrier.

That's all there is to it.

The screenshot shows the 'Pricing Factors' window. At the top, there are two dropdown menus: 'Select Carrier' (with options: UPS, FedEx Air, FedEx Ground, Postal, DHL) and 'Select Pricing Factor' (with options: Early A.M. Surcharge, Worldwide Express Plus Surcharge, Delivery Area Surcharge - Commercial, Delivery Area Surcharge - Residential, Extended Area Surcharge (Package), Extended Area Surcharge (Pound), Residential Surcharge, Fuel Surcharge, Dimensional Weight Factor). The 'Fuel Surcharge' option is selected in the second dropdown.

Below the dropdowns, the 'Description' field shows 'Fuel Surcharge' and the 'Explanation' field contains text about UPS's right to institute a fuel surcharge.

At the bottom, there is a table with three columns: 'Carrier Factors', 'Your Factors', and 'Total Factors'. A checkbox 'Is this in regard to percentages?' is checked. The table shows calculations for Domestic and International Air and Ground factors.

Carrier Factors	Your Factors	Total Factors
Domestic Percent Air	9.5	11.00
Domestic Percent Ground	2.75	4.25
International Percent Air	9.5	11.00
International Percent Ground	2.75	4.25

At the bottom right, there is a 'Set Carrier Service List' button and a help icon.