RATE CARD - Percentage of Charges calculation metrics

Price list calculations can be based on a Fixed amount, Formula, Price table, or Percentage of charges. This article covers the Percentage of charges method: what it does and the options available when configuring it.

Updated 9 July 2026

📚 *Percentage of charges* is available on all three price list types: *Rate card customers*, *Subcontractor Costs*, and *Internal Costs*. It is configured the same way on each.

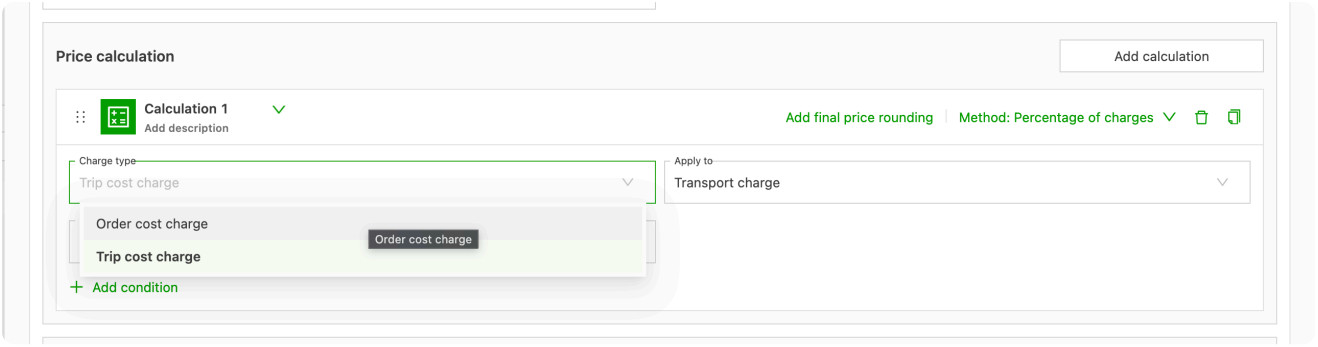
What Percentage of charges does

Instead of a fixed amount, formula, or table lookup, this method sets the price as a percentage of a chosen base of other charges on the order. Rather than taking the full allocated order revenue, the base can be narrowed so that surcharges - such as fuel, toll, terminal, and admin - are kept out when they are not meant to be included.
A typical use is a subcontractor or internal cost that should be a percentage of only the transport charge, without fuel or toll surcharges inflating it.

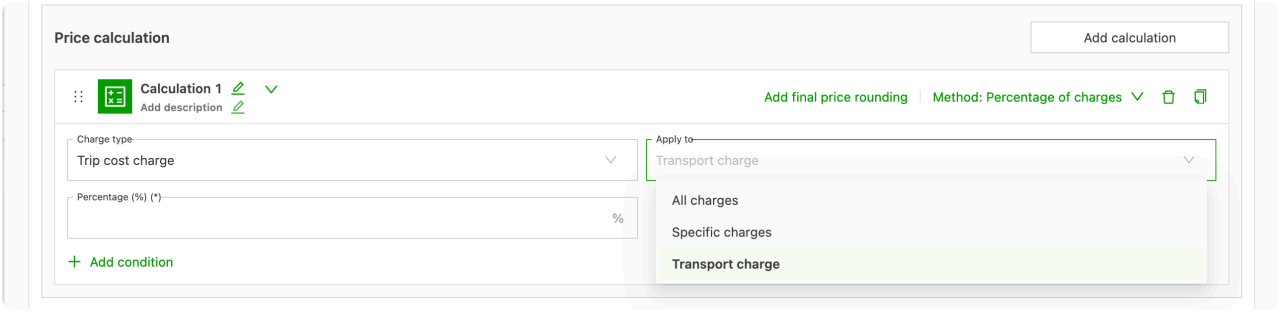
Options

When *Percentage of charges* is selected as the calculation method, the following options appear:

- **Charge type** (on cost price lists): *Order cost charge* or *Trip cost charge*, setting whether the cost is calculated at order level or trip level.

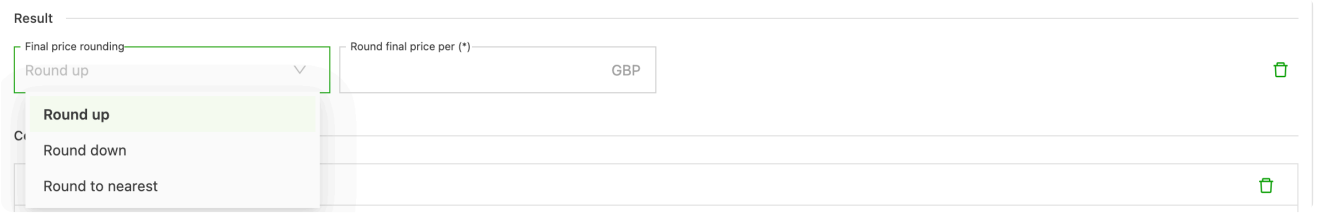


- **Apply to**: defines the base of revenue charges the percentage is taken from.
  - *All charges* - every revenue charge on the order.
  - *Transport charge* - the base transport charge only, excluding surcharges.
  - *Specific charges* - only the charge types selected in the charge picker that appears.



- **Percentage (%)** (required): the percentage applied to the selected base.
- **Add final price rounding** (optional): opens a *Result* section to round the calculated amount. Set the *Final price rounding* type (*Round up*, *Round down*, or *Round to nearest*) and the *Round final price per* increment in the price list

currency (for example 1.00 for the nearest currency unit, 0.10 for the nearest ten cents).



Configuring the method

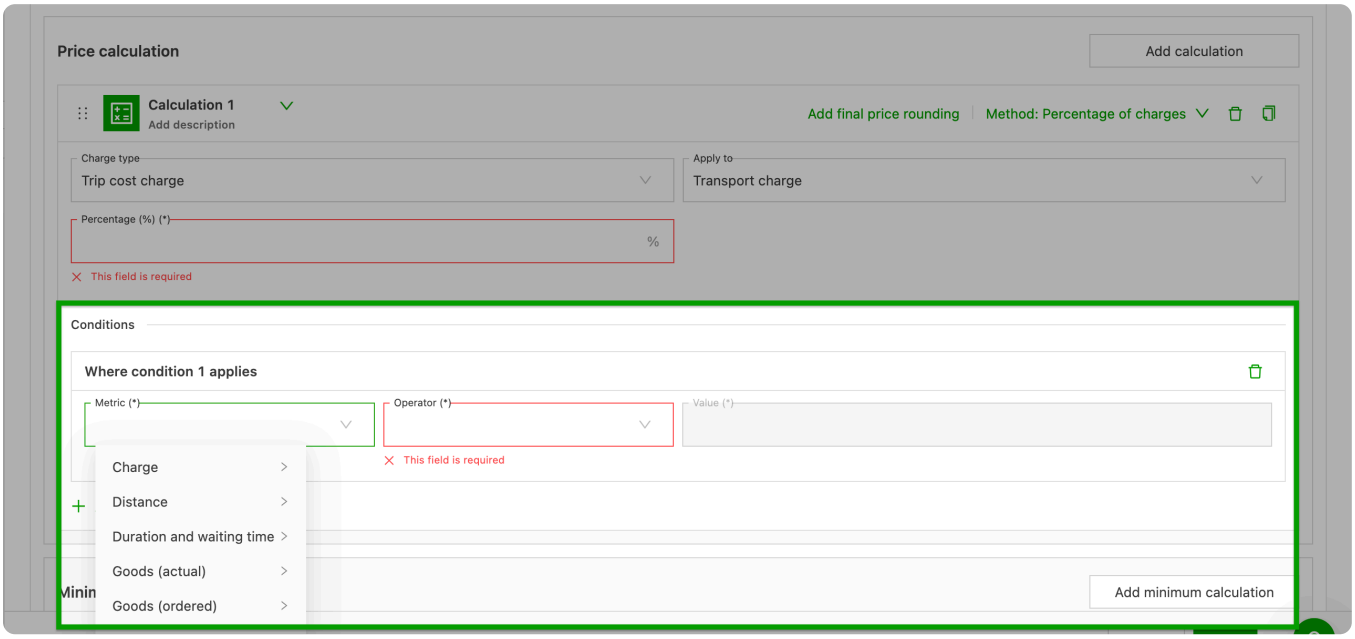
1. **OPEN** a charge on a price list under *Rates* (*Rate card customers*, *Subcontractor Costs*, or *Internal Costs*) and open the calculation.
2. **SELECT** *Percentage of charges* from the *Method* dropdown.
3. On a cost price list, **SELECT** the *Charge type* (*Order cost charge* or *Trip cost charge*).
4. **CHOOSE** the *Apply to* scope (*All charges*, *Transport charge*, or *Specific charges*). When *Specific charges* is selected, **PICK** the exact revenue charge types that form the base.
5. **ENTER** the percentage in the *Percentage (%)* field.
6. Optionally, **SELECT** *Add final price rounding*, then choose the rounding type (*Round up*, *Round down*, or *Round to nearest*) and enter the *Round final price per* increment.

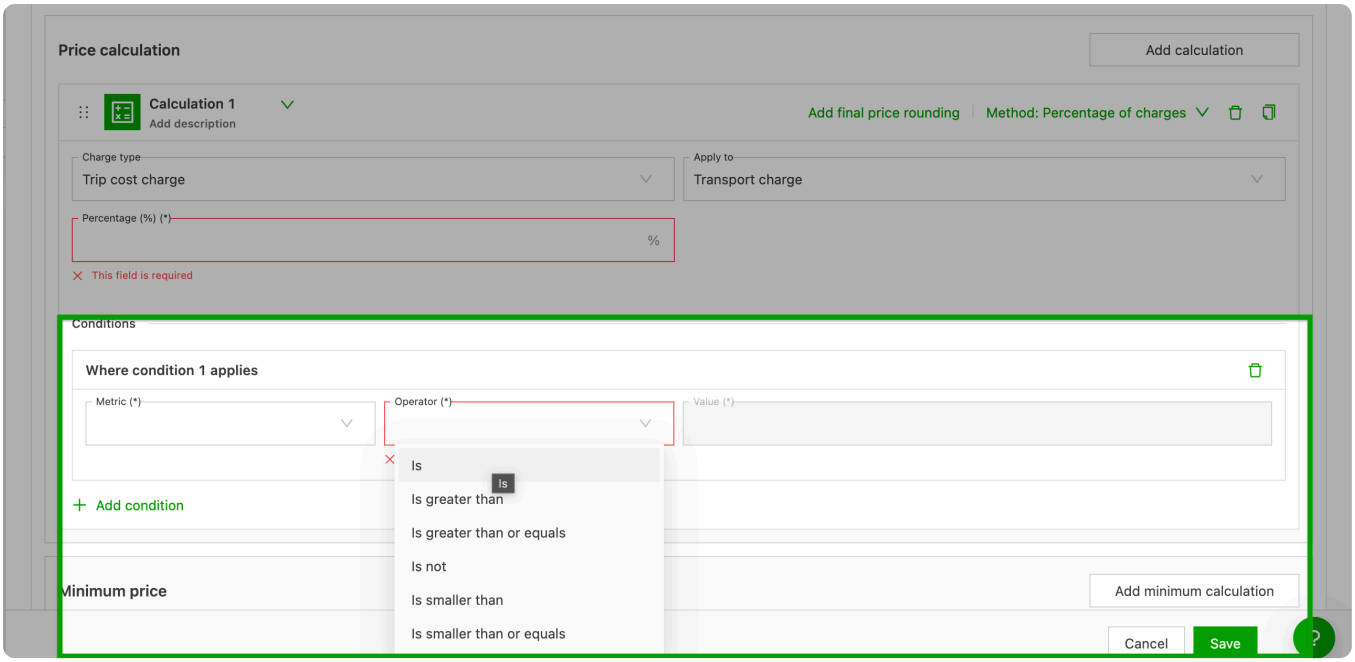
Adding conditions

Conditions restrict when the calculation applies. **SELECT** *Add condition* and set a *Metric*, an *Operator*, and a *Value*.

- Metrics are grouped by type, for example *Charge*, *Distance*, *Duration and waiting time*, *Goods (actual)*, and *Goods (ordered)*.
- Operators include *Is*, *Is not*, *Is greater than*, *Is greater than or equals*, *Is smaller than*, and *Is smaller than or equals*.

Multiple conditions can be added; the calculation applies only when the conditions are met.





Good to know

- On multi-order trips the selected charges are summed across all orders before the percentage is applied.
- On split orders the amount is distributed proportionally to each trip's assigned revenue share.
- Only surcharge-type charges can be picked individually under *Specific charges*.
- A *Percentage of charges* calculation cannot be based on another *Percentage of charges* calculation.
- Mixed currencies between charges and orders are not supported.