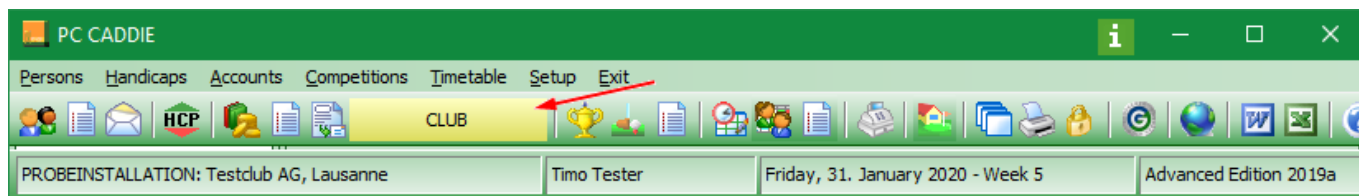


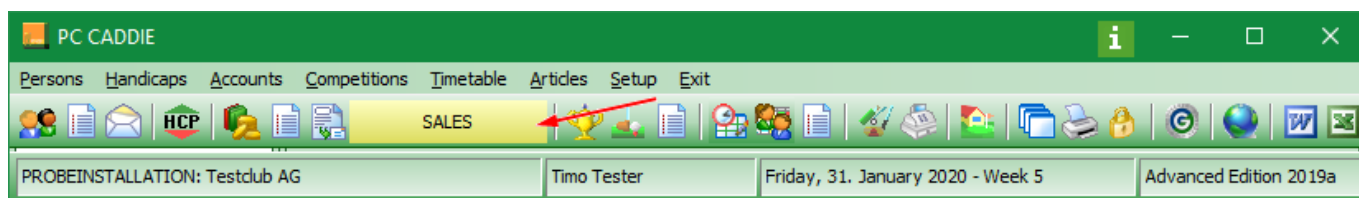
# Entry fee

## Considerations

Firstly, please consider how tournament fees are to be paid at your golf course? If all fees are invoiced or collected, create the items in a fee account. With the button **Entry fee** button, you can use PC CADDIE to automatically debit the entry fee for all participants to the respective entry fee account.



If you collect the fees **on the day of the tournament** you create the fees for the betting games in the cash register account area. This allows you to enter all players and entry fees in the cash register so that you can collect the fees for the betting game directly when the player is at the bar.

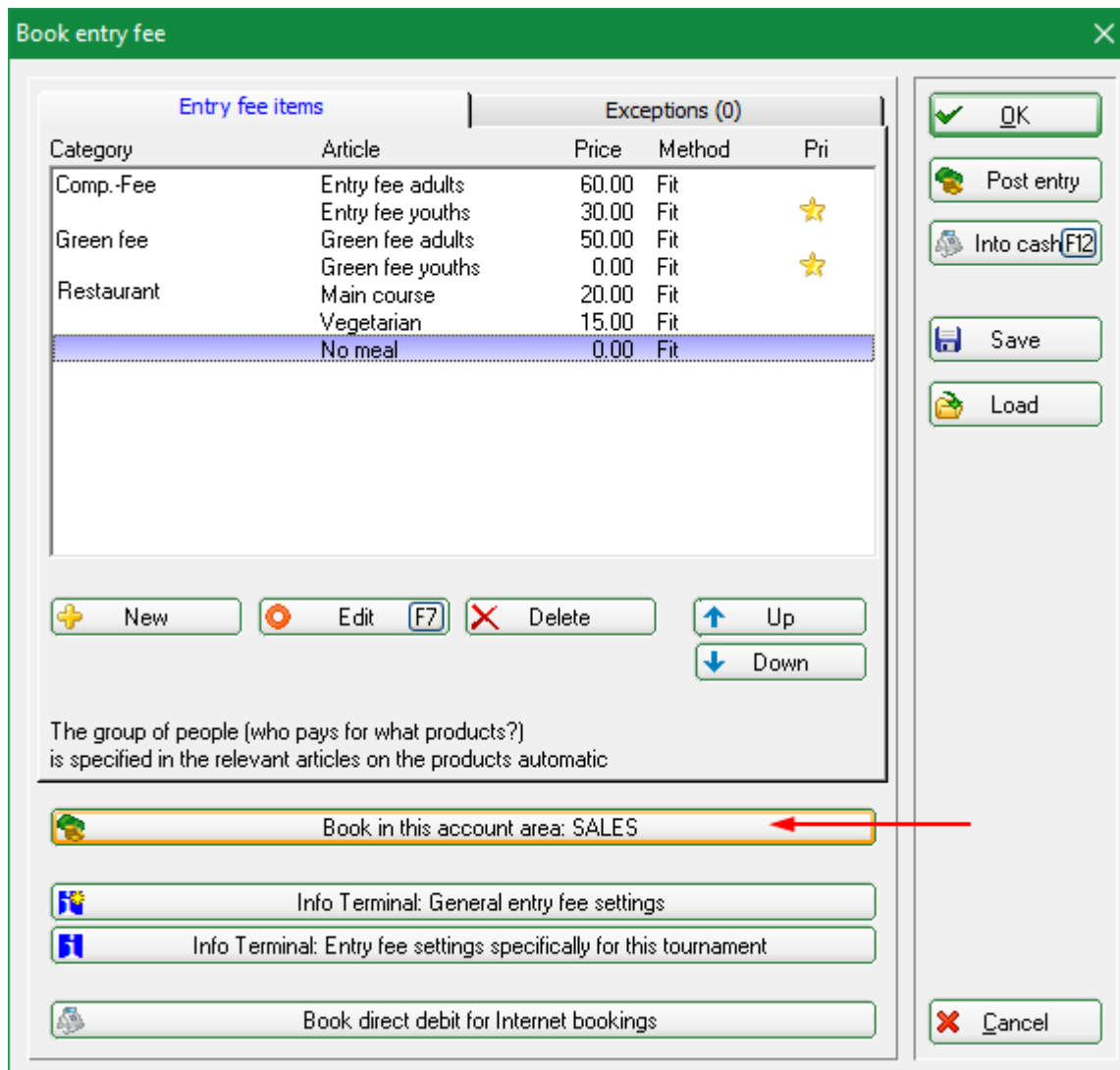


You also have the option of printing the entry fee on the start list (even without automatically posting it - but the settings are also mandatory for this). Please read the chapter [Start list](#) .

## Setting the entry fee

If you **entry fee** you will be taken to the following dialogue. Please note which account area you are working in. In our example, we are working with the SALES account area; the entry fee items are then also created in the SALES account area.

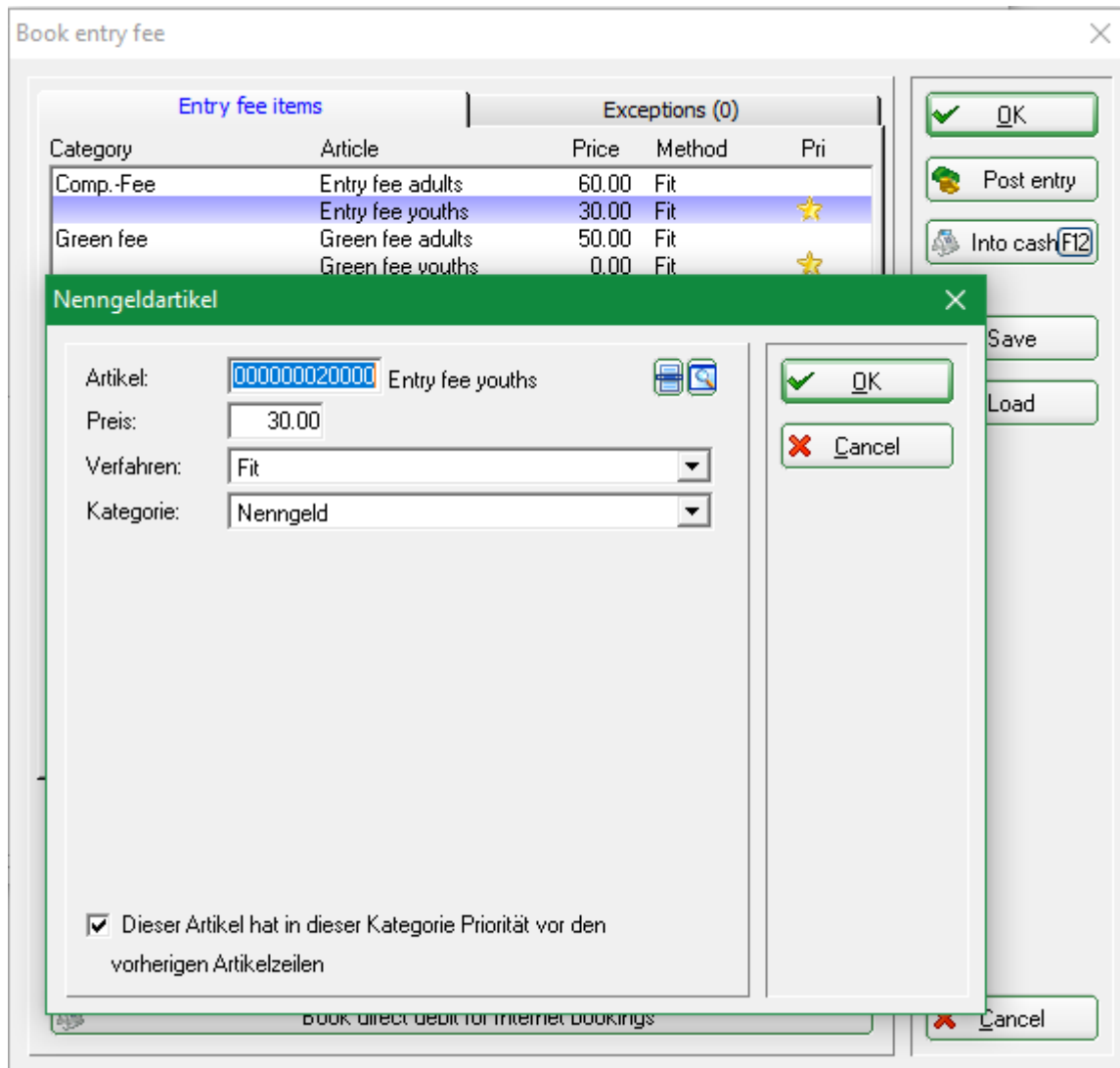
You can read how to do this under [Create article](#). Create entry fees with the status „Normal“ and apply the **Article automatics**.



Here you specify which items are to be calculated.

- **Category:** You can group items with „product groups“. Entry fee and green fee are available to all clubs as well as numbered options. A naming in e.g. restaurant, with different prices of the meals, is only possible with the module **PC CADDIE Online Tournament Management** module.
- **Articles:** You can see the articles you have entered
- **Price** The price can also be set with „Customise“ only and does not have to be adjusted in the article for each betting game.
- **Procedure:** there is always „Customise“ by default
- **Pri:** PC CADDIE calculates the articles **from bottom to top** and in each category. For „Entry fee“, for example **based on the asterisk** (the automatic setting in the article is required here), then „Entry fee adult“ is calculated. In this case, the asterisk means that the youngsters are no longer calculated, even if no automatic setting has been made in the article „Entry fee adult“.

You can include as many articles as you need in the automatic entry fee. You enter the price for the competition by selecting the item and clicking **CHANGE** or you need an additional item, then select **NEW** and fill in appropriately!



Explanations:

- Adjust - adjusts the article, when booking into the account it is also checked whether the article for the same betting game is already in the account (from a previous run), or whether it does not fit and must be deleted.

## Set registration options for online tournament registrations

... and use for automatic entry fee

In the basic competition settings, select the button **Online**.



PC CADDIE://online - Tournament

Info | Text 1 | Text 2 | **Registration** | Files | Publish | Data exchange

Check the players against the Intranet information

Enable deregistration until: .. 0 o'clock

Online registration ONLY via PC CADDIE://online

Registration disabled (only possible with special rights)

Minimum/maximum players number per registration: /

Registration permitted only with this additional information:

Registration only with PIN: /

PIN required from: .. to: ..

Information on registration-cut by handicap:

Define login options

OK Copy (F6) Export Cancel

Edit options

Options 1 | **Options 2** | Options 3 | Options 4 | Options 5

Title: Restaurant

Option 1: Main course

Option 2: Vegetarian

Option 3: No meals

Option 4: /

Option 5: /

Option 6: /

Option 7: /

Option 8: /

Selectable online

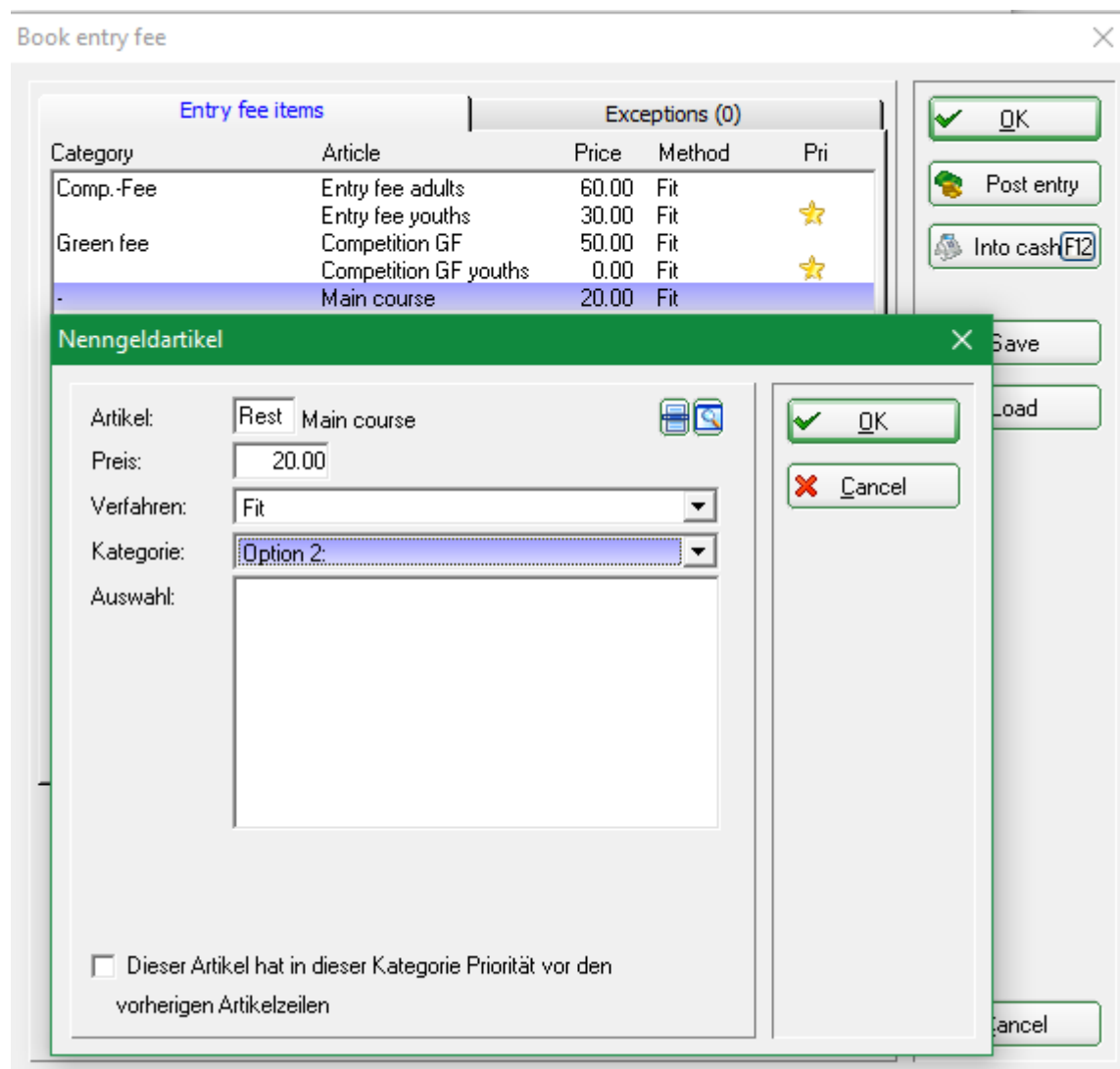
Allow free text

Force selection

OK Cancel

### Example of an article on Optionen:

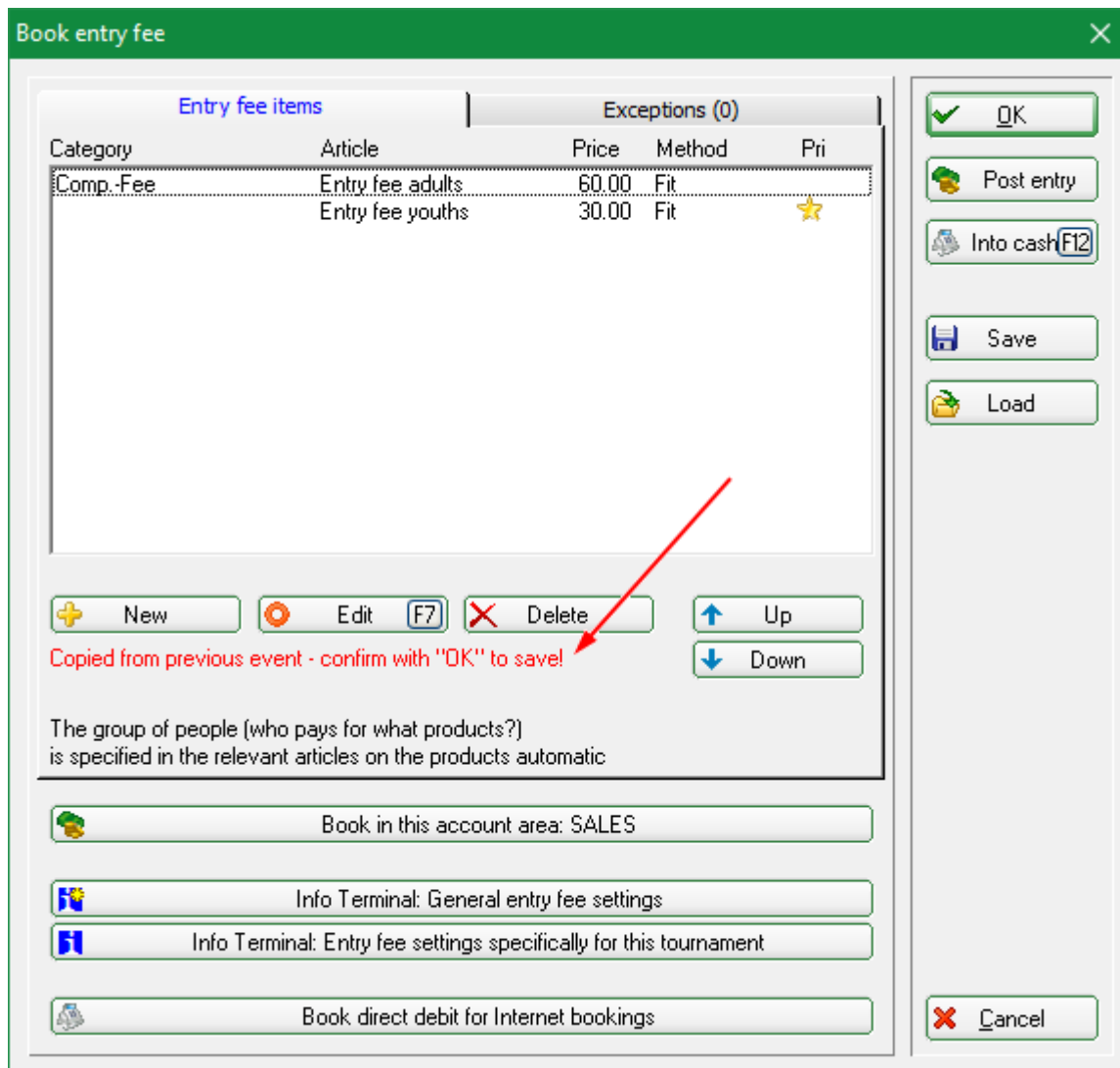
Here the option 2 is called: Event



More information about the module [PC CADDIE Online Tournament Management module can be found here.](#)

## Entry fee settings of a copied competition

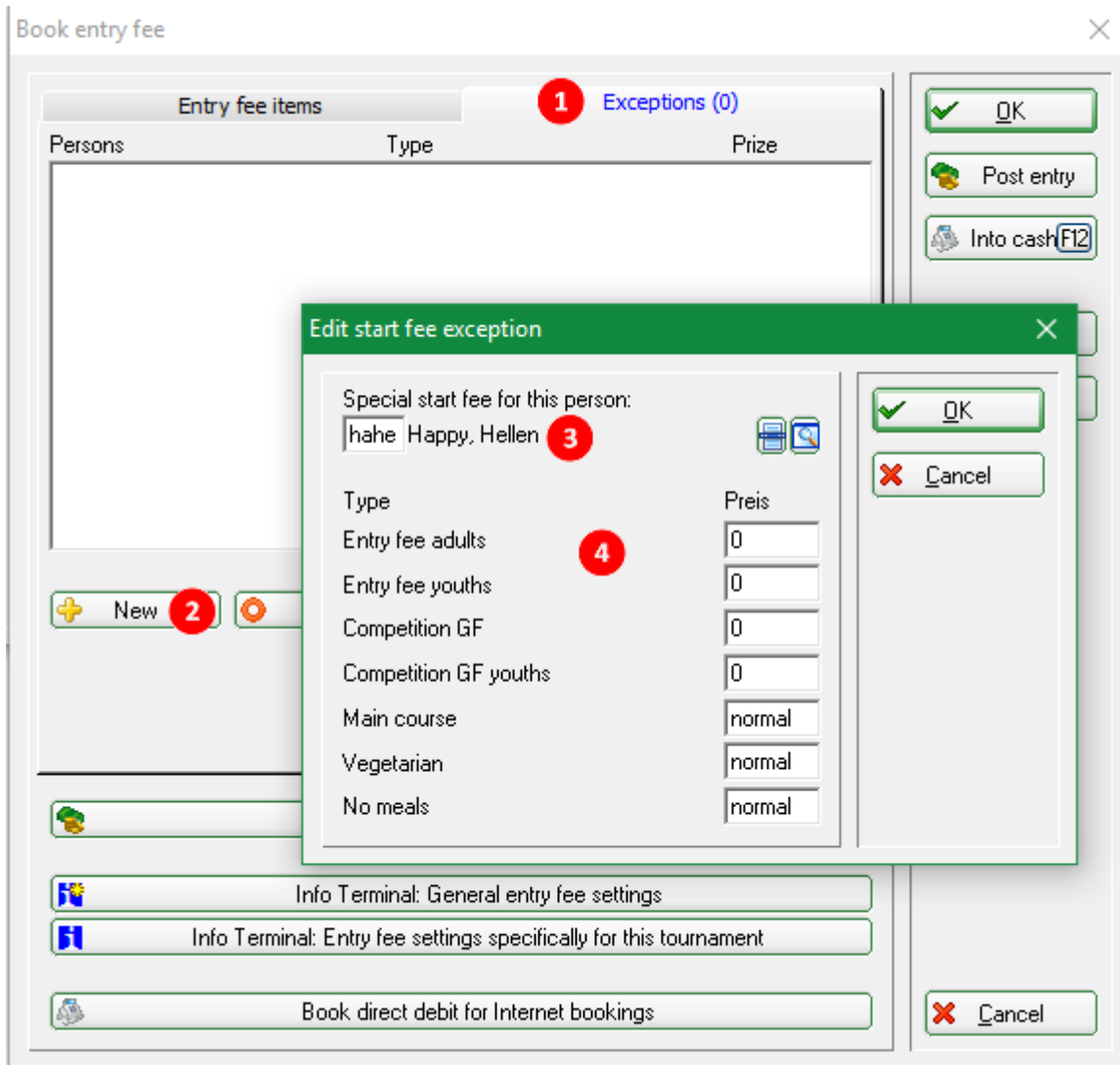
If you create new competitions and copy the tournament settings, e.g. of a competition from the previous year, you also copy the entry fee settings. As soon as you open the entry fee settings of the tournament, you can see that the settings have been copied. Of course, you can also change them before you click on **ok** to confirm. If you exit with Cancel, the copy information is still retained!



## Setting exceptions

Exception prices can be set for individual players, for example for the sponsors, who may not have to pay anything, or in our example only the food.

1. To do this, click on the **exceptions** button.
2. Select the player
3. Adjust the prices as required and press OK



## Posting to the contribution account directly

In this case, the settings have been made in a contribution account. This makes sense if you always want to process all entry fees with one invoice and then collect them using SEPA, for example (mainly possible for members). In practice, processing in a cash account area usually makes more sense.

Use the following article settings to ensure that the tournament name is also automatically added to the account:

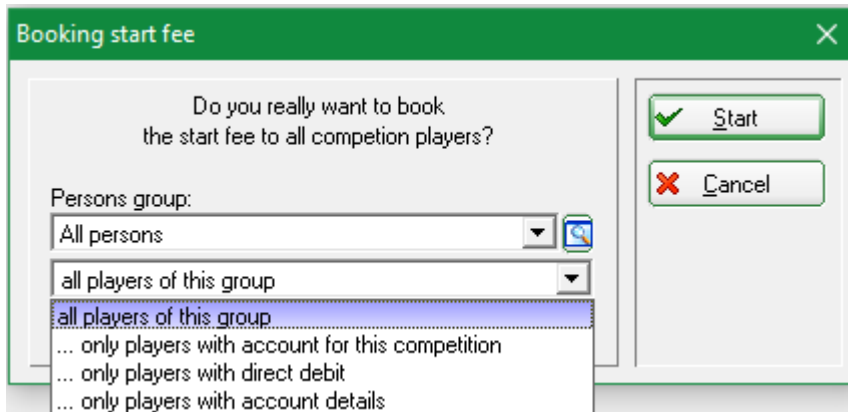
Abbreviation, Name, Status	
Abbreviation	ef <input type="text"/> Account No.: <input type="text"/>
Article group	EN Entry fee <input type="button" value="New"/> <input type="button" value="Del."/>
Name	Entry fee <?> <span style="color: red;">←</span>
Due date	. . . Empty = Present date
Status	I - Info-Fee, yearly <span style="color: red;">←</span>

With the button **Post** button, the entry fees are automatically posted to the accounts of the registered players. This only makes sense if you settle the entry fees of the players (especially your

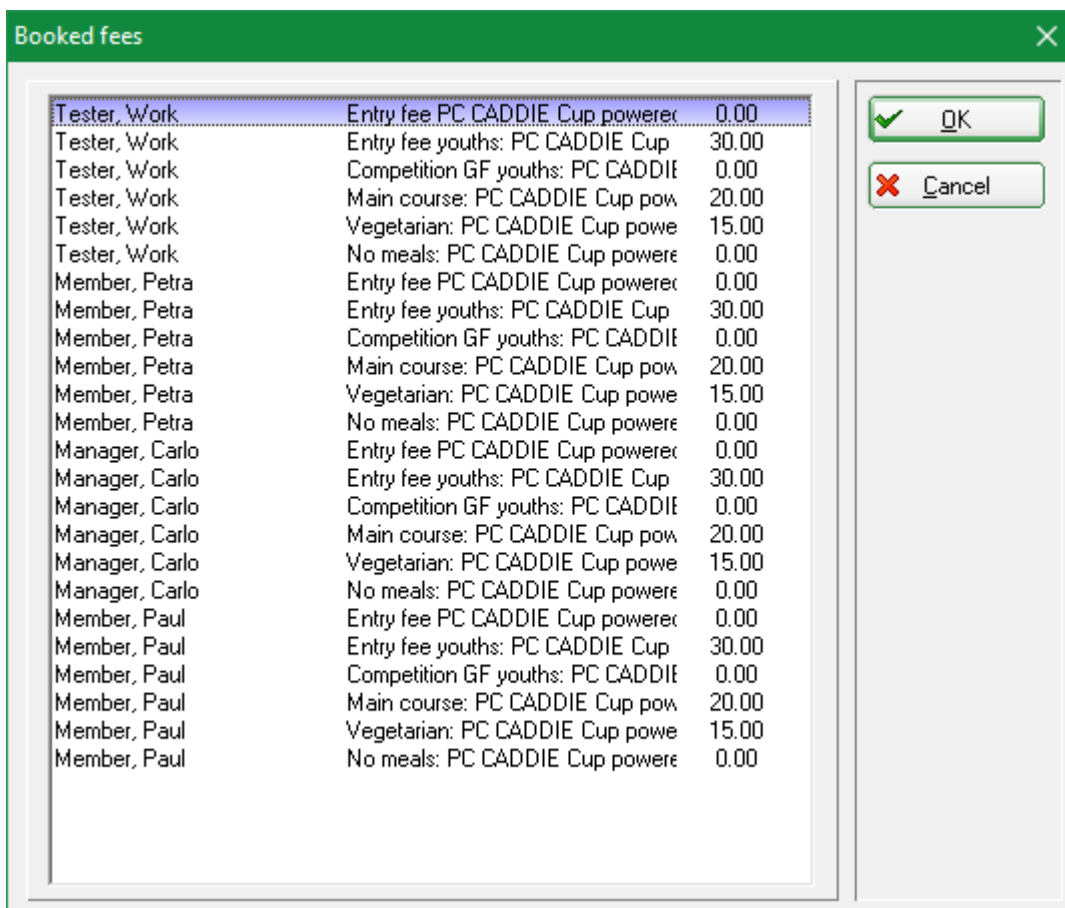
members) on a quarterly basis, for example. In this case, you should post the entry fees to a contribution account, e.g. CLUB or GMBH.

If you only want to print a list of entry fees, do not start this function.

When posting, you always have the choice of whether you only want to transfer the entries to the account for a specific group of people (e.g. members or guests), or whether you only want to transfer entries for players with an account for this tournament, only players with direct debit authorisation or only players with account details.



After confirmation you will receive a list with the details:



Example account with added betting game name:

Turnover-Account - CLUB

Manager, Carlo (maca)

Information	Date	Time	S	Net	Brutto	OK
Final balance (1)	31.12.18	23:59	S	-500.00	-500.00	→
Carry forward balance from 2018	01.01.19		S	500.00	500.00	→
aufn Aufnahmegebühr	15.11.18		S	500.00	500.00	
CGFY Competition GF youths: PC CADDIE Cup	31.01.20	0:00	N	0.00	0.00	
ef Entry fee PC CADDIE Cup powered by	31.01.20	0:00	N	0.00	0.00	
EnY Entry fee youths: PC CADDIE Cup power	31.01.20	0:00	N	30.00	30.00	
Rest Main course: PC CADDIE Cup powered	31.01.20	0:00	N	20.00	20.00	
NF No meals: PC CADDIE Cup powered by	31.01.20	0:00	N	0.00	0.00	
Veg Vegetarian: PC CADDIE Cup powered by	31.01.20	0:00	N	15.00	15.00	

Summary:

Veg	Vegetarian: PC CADDIE Cup powered	31.01.20	0:00	N	15.00	15.00
					0.00	0.00
					0.00	0.00
					565.00	565.00

Buttons: Select fee (F2), Edit fee (F7), Change, Reversal (F5), Sorting, Payment, Print (F8), Quit

## Post to cash register for cashing

This option is particularly practical for all PC CADDIE customers with a cash register function for green fees etc. By clicking on **In cash register** (F12), all players and their entry fees are posted to the cash register as an open entry:

Transfer start fees into the cash register

Do you want to transfer all start fee debits into the cash register?

transfer customers and bookings  
...also with 0-bookings  
Transfer only costumers  
Delete bookings

Persons group:  
All persons  
all players of that group  
1. Round

Sort players into the cash register according starting time

Target area: SALES  
Hint: By selecting another area just players can be transfered, not the bookings in the cash register

Target cash register no:

Start  
Cancel

If the player then wants to pay, simply select the appropriate person in the cash register and then click on **Pay** (F12) (see also [Operating the cash register](#)) - this way, everything is collected quickly and correctly and the respective sales are shown on the daily cash register statement.

If you prefer to transfer the players to the cash register alphabetically, remove the tick **Sort players in cash register by start time**.



If the catering establishment also works with PC CADDIE, you can enter the player names in the cash register by selecting **Enter only customers in the cash register** to make them available to the catering establishment. Make sure that the target account area is set to **GASTRO** is selected.

## Removing bookings from the cash register

If you want to remove the prepared players and bookings from the cash register again, repeat the above procedure and change to „Remove bookings“

Transfer start fees into the cash register

Do you want to transfer all start fee debits into the cash register?

transfer customers and bookings  
...also with 0-bookings  
Transfer only costumers  
Delete bookings

Persons group:  
All persons  
all players of that group  
1. Round

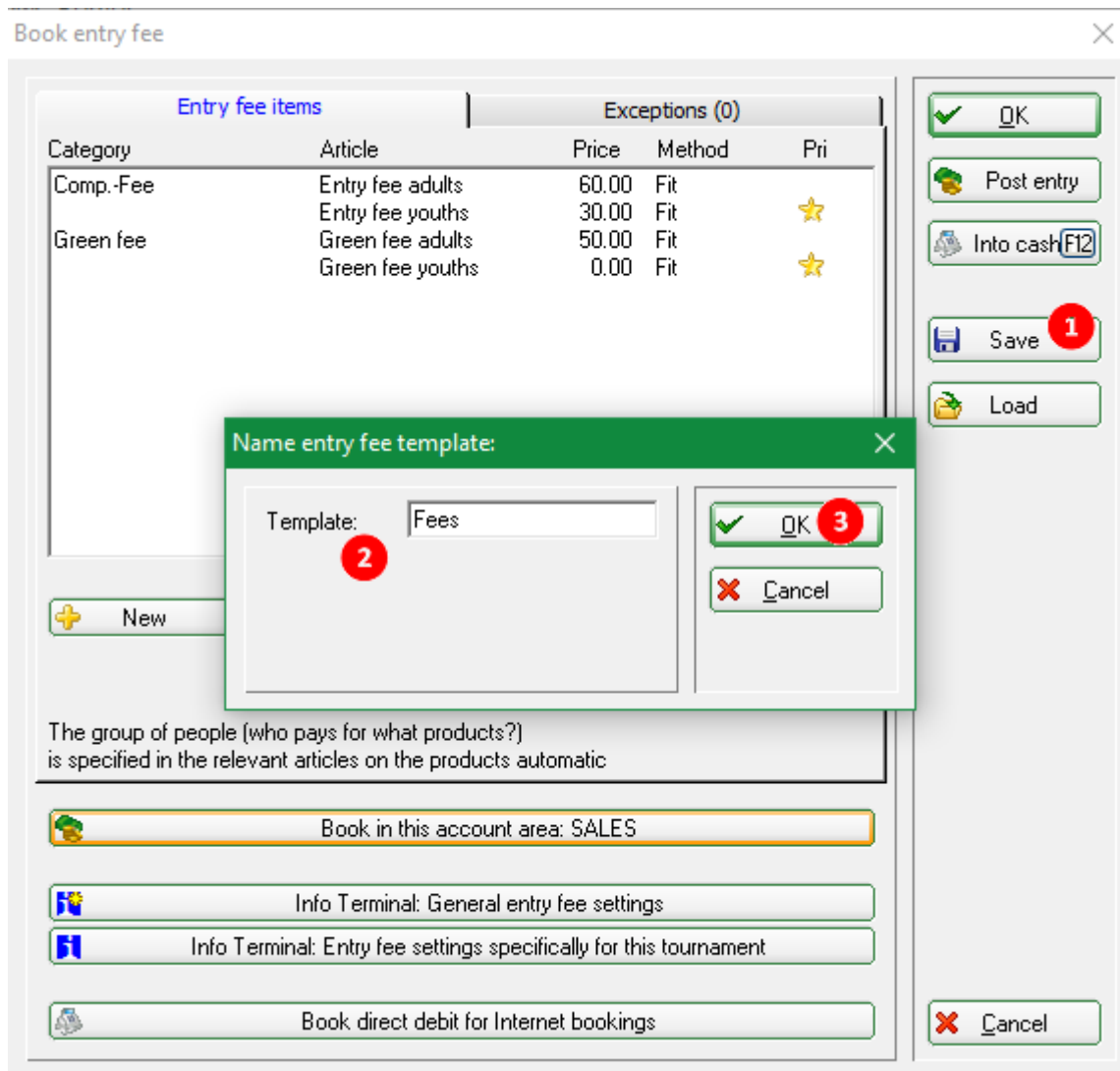
Sort players into the cash register according starting time

Target area: SALES  
Hint: By selecting another area just players can be transfered, not the bookings in the cash register

Target cash register no:

Start  
Cancel

## Save and load entry fee settings



You can also save the entry fee settings for different series of competitions and load them again for the next competition in the series.

- Save the entry fee settings as soon as they are set appropriately and tested for use.
- Give the template a suitable name.
- Click on OK!

## Posting to the entry account directly

In this case, the settings have been made in a contribution account. This makes sense if you always want to process all entry fees with one invoice in order to collect them with SEPA, for example (mainly possible for members). In practice, processing in a cash account area usually makes more sense.

Use the following article settings to ensure that the tournament name is also automatically added to the account:

Abbreviation, Name, Status

Abbreviation: ef      Account No.:

Article group: EN    Entry fee   

Name: Entry fee <?>    ←

Due date: . .      Empty = Present date

Status: I - Info-Fee, yearly    ←

With the button **Post** button, the entry fees are automatically posted to the accounts of the registered players. This only makes sense if you settle the entry fees of the players (especially your members) on a quarterly basis, for example. In this case, you should post the entry fees to a contribution account, e.g. CLUB or GMBH.

If you only want to print a list of entry fees, do not start this function.

When posting, you always have the choice of whether you only want to transfer the entries to the account for a specific group of people (e.g. members or guests), or whether you only want to transfer entries for players with an account for this tournament, only players with direct debit authorisation or only players with account details.

Booking start fee

Do you really want to book the start fee to all competition players?

Persons group:

All persons

all players of this group

all players of this group

... only players with account for this competition

... only players with direct debit

... only players with account details

After confirmation you will receive a list with the details:

Booked fees			
Tester, Work	Entry fee PC CADDIE Cup powerer		0.00
Tester, Work	Entry fee youths: PC CADDIE Cup		30.00
Tester, Work	Competition GF youths: PC CADDIE		0.00
Tester, Work	Main course: PC CADDIE Cup pow		20.00
Tester, Work	Vegetarian: PC CADDIE Cup powe		15.00
Tester, Work	No meals: PC CADDIE Cup powere		0.00
Member, Petra	Entry fee PC CADDIE Cup powerer		0.00
Member, Petra	Entry fee youths: PC CADDIE Cup		30.00
Member, Petra	Competition GF youths: PC CADDIE		0.00
Member, Petra	Main course: PC CADDIE Cup pow		20.00
Member, Petra	Vegetarian: PC CADDIE Cup powe		15.00
Member, Petra	No meals: PC CADDIE Cup powere		0.00
Manager, Carlo	Entry fee PC CADDIE Cup powerer		0.00
Manager, Carlo	Entry fee youths: PC CADDIE Cup		30.00
Manager, Carlo	Competition GF youths: PC CADDIE		0.00
Manager, Carlo	Main course: PC CADDIE Cup pow		20.00
Manager, Carlo	Vegetarian: PC CADDIE Cup powe		15.00
Manager, Carlo	No meals: PC CADDIE Cup powere		0.00
Member, Paul	Entry fee PC CADDIE Cup powerer		0.00
Member, Paul	Entry fee youths: PC CADDIE Cup		30.00
Member, Paul	Competition GF youths: PC CADDIE		0.00
Member, Paul	Main course: PC CADDIE Cup pow		20.00
Member, Paul	Vegetarian: PC CADDIE Cup powe		15.00
Member, Paul	No meals: PC CADDIE Cup powere		0.00

Example account with added betting game name:

Turnover-Account - CLUB

Manager, Carlo (maca)

Information	Date	Time	S	Net	Brutto	OK
Final balance (1)	31.12.18	23:59	S	-500.00	-500.00	→
Carry forward balance from 2018	01.01.19		S	500.00	500.00	→
aufn Aufnahmegebühr	15.11.18		S	500.00	500.00	
CGFY Competition GF youths: PC CADDIE Cup	31.01.20	0:00	N	0.00	0.00	
ef Entry fee PC CADDIE Cup powered by	31.01.20	0:00	N	0.00	0.00	
EnY Entry fee youths: PC CADDIE Cup power	31.01.20	0:00	N	30.00	30.00	
Rest Main course: PC CADDIE Cup powered b	31.01.20	0:00	N	20.00	20.00	
NF No meals: PC CADDIE Cup powered by	31.01.20	0:00	N	0.00	0.00	
Veg Vegetarian: PC CADDIE Cup powered by	31.01.20	0:00	N	15.00	15.00	

Summary:

Veg	Vegetarian: PC CADDIE Cup powered	31.01.20	0:00	N	15.00	15.00
					0.00	0.00
					0.00	0.00
					565.00	565.00

Buttons: Select fee (F2), Edit fee (F7), Change, Reversal (F5), Sorting, Payment, Print (F8), Quit

## Book direct debit for Internet logins

You can also collect the entry fees by direct debit. The following options can be selected for this:

Nenngeld automatisch überprüfen:

bei Nenngeld = 0 automatisch berechnen

diese Spieler belasten:

auch Spieler mit Einzugsermächtigung

nur Spieler mit Konto für dieses Turnier

auch Spieler mit Einzugsermächtigung

alle Spieler mit Kontoangabe

alle Spieler (ohne Konto ins Soll stellen)

Einstellungen F7

- **Only players with an account for this tournament**

The entry fee will be charged to those who have explicitly registered an account for this tournament.

- **Also players with direct debit authorisation**

The entry fee will be charged to all those who have registered an account for this tournament and also to those who have generally registered a direct debit authorisation and bank details in

this account area.

- **All players with account details**

The entry fee will be charged to all those who have simply entered bank details. Independent of a direct debit authorisation

- **All players**

The entry fee will be charged to everyone's account. Even if no bank details have been entered.