How to specify variable pricing on accounts

Jobs billed to an account are normally charged with the pricing schedule of the printer or PBX they were made on. Variable pricing charges particular accounts a different rate.

For one account, or several

1. Open Resource Manager.
2. In the tree, click **Account Management** > **Accounts**, and double-click the account (or select several and edit them together).
3. Click the **Variable Pricing** tab, then the tab for the kind of transaction: **Print**, **Copy**, **Scan**, **Fax** or **PBX Call**.
4. Instead of **Use the pricing schedule set for the device**, choose what to change (when editing several accounts, first tick the box next to the settings):
   - **Use this pricing schedule:** charge with a different pricing schedule from the one set for the printer.
   - **Add the following amount:** add an amount to each transaction.
   - **Multiply by amount:** multiply each transaction, for example by 1.2 to charge 20% more.
   - If you add and multiply, choose the **Calculation order**: **Add before multiply** or **Multiply before add**.
5. Click **OK**.

For an account group

Set on an account group, this applies to accounts added to the group later.

1. In the tree, click **Account Management** > **Account Groups**, and double-click the group (or select several).
2. Click the **Account Defaults** tab, and set the variable pricing under **New Account Variable pricing** as above.
3. To apply it to the group's current accounts as well, click **Go** under **Current Members**.
4. Click **OK**.

Related articles

- *How to specify variable pricing for Users*
- *How to create third-party accounts*
- *How to create a print Pricing Schedule*

Print Director version at time of publish: 2.5.15.3. Publish date: 09/11/2026.