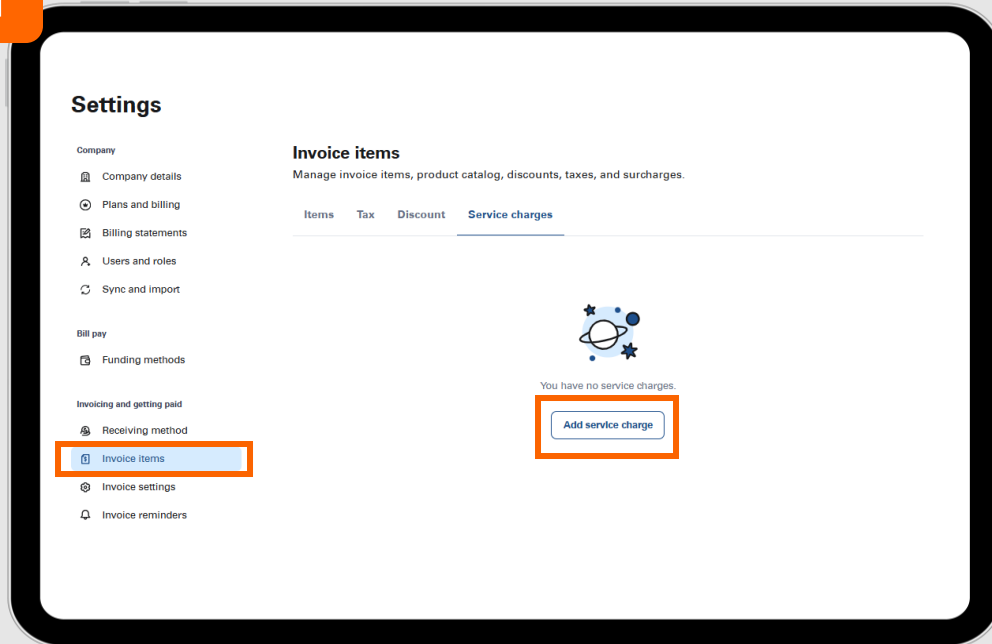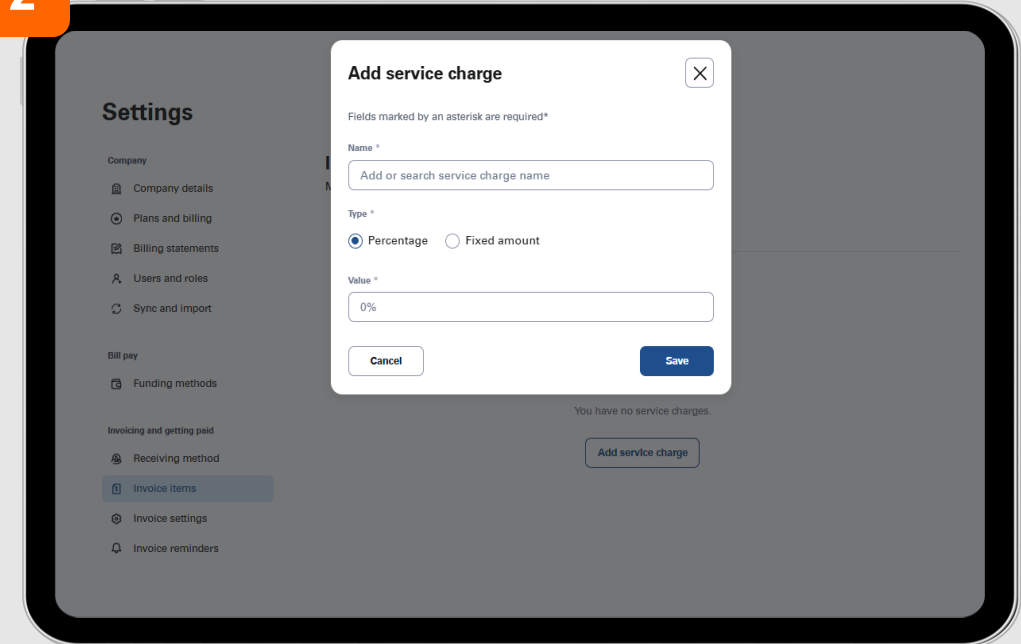# Add Service Charges from Settings

1 In "Settings", navigate to the "Invoice items" tab. Under the "Service charges" section, choose "Add service charge".

2 Fill in the "Name" and choose the "Type" of service charge. Fill in the "Value". Click "Save".