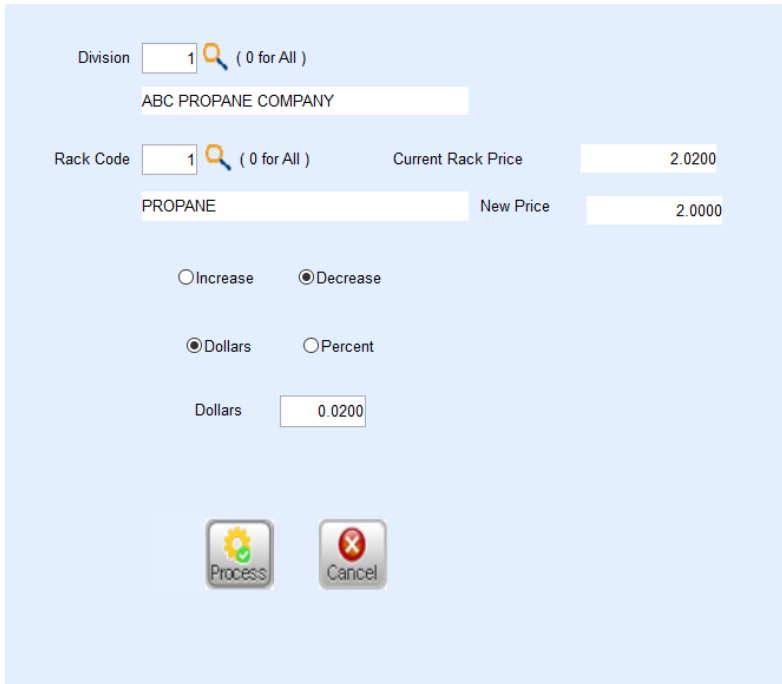


# Rack Code Utility

Last Modified on 01/13/2026 5:06 pm EST

To update all pricing tied to a Rack Code, go to *Main Menu / Supervisor / Processes / Utility Menu / Update Rack Pricing*.

The screenshot shows a web-based form for updating rack pricing. It has a light blue background. At the top, there's a 'Division' dropdown menu with '1' selected and a search icon, followed by '( 0 for All )'. Below this is a text field containing 'ABC PROPANE COMPANY'. The next row has a 'Rack Code' dropdown menu with '1' selected and a search icon, followed by '( 0 for All )'. To the right of this is a 'Current Rack Price' field with the value '2.0200'. Below the 'Rack Code' dropdown is a text field containing 'PROPANE'. To the right of this is a 'New Price' field with the value '2.0000'. Below these fields are two radio buttons: 'Increase' (unselected) and 'Decrease' (selected). Below these are two more radio buttons: 'Dollars' (selected) and 'Percent' (unselected). Below these is a 'Dollars' label followed by a text field containing '0.0200'. At the bottom of the form are two buttons: 'Process' (with a green gear icon) and 'Cancel' (with a red X icon).

1. Enter the Division. If the Rack Update is to apply to all Divisions/Locations, leave as 0.
2. Enter the *Rack Code*. If the Price Update is to apply to all Rack Codes, leave as 0.
3. Select *Increase* or *Decrease*.
4. Choose *Dollars* or *Percent*.
5. Enter the *Dollars/Percent* to increase or decrease. After tabbing out of this field, the *New Price* area will populate.
6. Select **Process**. This will update all prices associated with the Rack Code automatically.