

ACME Creative Agency OWNER | ACME Creative Agency
 Laurent P Groult

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Products & Packages

21
Total Products

21
Active

19
Services

0
Packages

Products | Packages | Tax Rates

+ New Product

| <input type="checkbox"/> | Product | Type | Price | Unit | Billing | Category | Status | Actions |
|--------------------------|--|---------|-------------|---------|----------|-------------|--------|---------|
| <input type="checkbox"/> | Brand Identity Package (BRAND-ID) Logo design, brand guidelines, color pal... | Service | \$35,000.00 | project | One-time | Branding | Active | |
| <input type="checkbox"/> | Commercial Photography (PHOTO-COM) Studio or on-location product/lifestyle ph... | Service | \$6,000.00 | day | One-time | Photography | Active | |
| <input type="checkbox"/> | Creative Retainer — Premium (RET-PREM) 80 hours/month + dedicated account m... | Service | \$32,000.00 | month | Monthly | Retainer | Active | |
| <input type="checkbox"/> | Creative Retainer — Standard (RET-STD) 40 hours/month of creative services: de... | Service | \$18,000.00 | month | Monthly | Retainer | Active | |
| <input type="checkbox"/> | Digital Advertising Campaign (DIG-ADS) Strategy, creative, ad spend managemen... | Service | \$7,500.00 | month | Monthly | Digital | Active | |
| <input type="checkbox"/> | Drone Aerial Coverage (VID-DRONE) FAA-licensed drone operator, 4K footage... | Service | \$3,500.00 | session | One-time | Video | Active | |
| <input type="checkbox"/> | Event Creative Direction (EVT-CD) End-to-end creative direction for events:... | Service | \$50,000.00 | event | One-time | Production | Active | |
| <input type="checkbox"/> | Event Photography — Full Day (PHOTO-FD) 10-hour coverage, 2 photographers, 500... | Service | \$8,500.00 | day | One-time | Photography | Active | |
| <input type="checkbox"/> | Event Photography — Half Day (PHOTO-HD) 5-hour coverage, 1 photographer, 250+ ... | Service | \$4,500.00 | day | One-time | Photography | Active | |
| <input type="checkbox"/> | Event Signage & Environmental Graphics (EVT-SIGN) Wayfinding, banners, backdrops, step & ... | Service | \$15,000.00 | event | One-time | Production | Active | |
| <input type="checkbox"/> | Landing Page Design (WEB-LP) Single conversion-focused landing page ... | Service | \$5,000.00 | page | One-time | Digital | Active | |
| <input type="checkbox"/> | LED Wall — 10x20ft (RENT-LED) Indoor LED wall panel system with setup... | Rental | \$12,000.00 | day | One-time | Equipment | Active | |
| <input type="checkbox"/> | Logo Design (BRAND-LOGO) Custom logo with 3 concepts, 2 revision ... | Service | \$8,000.00 | project | One-time | Branding | Active | |
| <input type="checkbox"/> | Photo Booth — Glambot 360 (RENT-360) 360-degree video booth with custom ov... | Rental | \$3,500.00 | event | One-time | Equipment | Active | |
| <input type="checkbox"/> | Photo Retouching (PHOTO-RET) Professional retouching per image — ski... | Service | \$75.00 | image | One-time | Photography | Active | |
| <input type="checkbox"/> | Print Design — Collateral (BRAND-PRINT) Brochures, flyers, programs, signage — ... | Service | \$1,500.00 | piece | One-time | Branding | Active | |
| <input type="checkbox"/> | Social Media Management (DIG-SMM) Content calendar, 20 posts/month, com... | Service | \$4,500.00 | month | Monthly | Digital | Active | |
| <input type="checkbox"/> | Stage Design & Production (EVT-STAGE) Stage design, LED content, lighting desi... | Service | \$85,000.00 | event | One-time | Production | Active | |
| <input type="checkbox"/> | Video Production — Event Recap (VID-RECAP) Single-camera event coverage + 90-sec... | Service | \$8,500.00 | event | One-time | Video | Active | |
| <input type="checkbox"/> | Video Production — Full Package (VID-FULL) Pre-production, 1-day shoot with crew, e... | Service | \$25,000.00 | project | One-time | Video | Active | |

Showing 1 to 20 of 21 records

Previous
1
2
Next

Products & Packages

Manage your catalog of billable items — individual products and services, bundled packages, and tax rates. Everything here is available when creating quotes and invoices for your clients.

Key Features

- **Quick Stats:** Four cards at the top show your total products, active items, services, and packages at a glance
- **Products List:** View, search, filter, and manage all your items with sortable columns, pagination, and a toggle between table and card view
- **Product Types:** Categorize items as Service, Product, Rental, or Labor
- **Billing Cycles:** Set items as one-time, monthly, or annual charges
- **Packages:** Bundle multiple products into a single offering with optional discounts — view as cards or a table
- **Tax Rates:** Define reusable tax rates that auto-apply to quotes and invoices

How to Use

Adding a Product

1. Go to **Products & Packages** and make sure you're on the **Products** tab
2. Click **New Product**
3. Enter a name and select the type (Service, Product, Rental, or Labor)
4. Set the price, unit (e.g. hour, day, each), and billing cycle
5. Optionally add a category and SKU for organization
6. Check **Taxable** if tax should apply, and **Active** to make it available
7. Click **Save Product**

Managing Products

- **Search** by name, description, category, or SKU using the search bar
- **Filter** by type, status, or billing cycle using the dropdown filters
- **Switch views** using the table/card toggle at the top of the list — your preference is saved
- **Edit** any product using the edit button on its row or card
- **Toggle status** to activate or deactivate a product without deleting it
- **Select multiple** products to activate, deactivate, or delete them in bulk

- Products used in invoices, quotes, or packages cannot be deleted — deactivate them instead

Creating a Package

1. Click the **Packages** tab, then **New Package**
2. Give the package a name and optional description and category
3. Click **Add Product** to add items from your product catalog
4. Set quantity for each item; optionally override the price for that item within the package
5. Set a fixed package price, or leave blank to use the sum of item prices
6. Optionally apply a discount (fixed dollar amount or percentage)
7. Click **Save Package**

Setting Up Tax Rates

1. Click the **Tax Rates** tab, then **New Tax Rate**
2. Enter a name (e.g. "California Sales Tax"), the percentage rate, and optionally a state/region
3. Check **Default rate** to auto-apply it on new quotes and invoices
4. Click **Save Tax Rate**

Use the **Quick Add** buttons to instantly add common US state tax rates (CA, NY, TX, FL, IL, PA, NJ, WA, GA, NC) without typing.

Tips

- Set one tax rate as the **Default** — it will be pre-selected when creating quotes and invoices; click the star icon next to any rate to make it the default
- Use **categories** to group related products (e.g. Photography, Design, Post-production)
- Packages show a **savings** amount when the package price is lower than the sum of individual items
- Products are shared across your entire company account — updating a product does not change past documents