



## **Installation and User Guide for Magento 2 Surcharge or Additional Fee Extension**

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## 1. Installation

- **Upload Package:** Upload the content of the module to your root folder. This will not overwrite the existing Magento folder or files, only the new contents will be added.
- **Install Extension:** After the successful upload of the package, run below commands on Magento 2 root directory.

```
composer require scommerce/core  
php bin/magento setup:upgrade  
php bin/magento setup:di:compile  
php bin/magento setup:static-content:deploy
```

## 2. Configuration Settings for Surcharge

Go to **Admin > Stores > Configuration > Scommerce Configuration > Surcharge**

- **General Settings**
  - **Enabled** – Select “Yes” or “No” to enable or disable the module.
  - **License Key** – Please add the license for the extension which is provided in the order confirmation email. Please note license keys are site URL specific. If you require license keys for dev/staging sites then please email us at [core@scommerce-mage.com](mailto:core@scommerce-mage.com)
  - **Label** – This label text gets used in the frontend of the website which will be shown on basket, review, invoice, order, shipment, email confirmation and refund.
  - **Surcharge Amount Type** – This option allows you to choose fixed amount or percentage value. Percentage value gets calculated based on the grand total or subtotal attribute been selected.
  - **Surcharge Percentage or Fixed Amount** – This is the surcharge or additional fee which will be shown to the customer based on surcharge amount type (fixed to percentage)

- **Surcharge Percentage or Fixed Amount per payment method or payment method and country** - Fixed or Percentage amount, additional fee will be applied based on grand or subtotal attribute been selected per payment method or payment method and country. Example checkmo:3;cashondelivery:2 or checkmo:3:FR;checkmo:5:GB
- **Grand or Subtotal Attribute** – This option allows you to choose whether you want to apply percentage additional fee on grand or subtotal. This will also apply on **Minimum Order Total**.
- **Minimum Order Total** – This value will be checked / validated based on the **Grand or Subtotal Attribute** value been selected.
- **Skip with Free Shipping** – This option can be used if you don't want to charge additional fee when the shipping price is zero. This is useful when you are charging additional fee based on the shipping country but when the shipping is free then you might not want to charge additional fee.
- **Tax Class** - Please select the tax class from the drop-down list.
- **Shipping Countries** – The additional fee will be applied only to the specific shipping country(s). Please select all if you want to charge additional fee for all shipping countries.
- **Payment Method** – The additional fee will be applied only to the specific payment method (s). Please select all if you want to charge additional fee for all payment methods.

## General Settings

Enabled  
[store view]

Yes

Select "Yes" to enable the module

License Key  
[store view]

\$2y\$10\$VCf7oAvrM8M94EPakP7ymO8sHSyJL8.fad7TBq4IXbUEO4FcRrfKe

Enter the license key for the module

Surcharge Label  
[store view]

ScommerceMage-Surcharge

Label displayed in totals

Please provide the Surcharge Label displayed in totals

Surcharge Amount Type  
[store view]

Percentage

Fixed or Percentage type

Please select the Surcharge Amount Type

Surcharge Percentage or Fixed Amount  
[store view]

10

Fixed or Percentage amount, additional fee will be applied based on grand or subtotal attribute been selected

Please add the Surcharge Percentage or Fixed Amount

Surcharge Percentage or Fixed Amount per payment method or payment method and country

checkmo:3

Fixed or Percentage amount, additional fee will be applied based on grand or subtotal attribute been selected per payment method or payment method and country. Example checkmo:3;cashondelivery:2 or checkmo:3:FR;checkmo:5:GB

Please add the Percentage or Fixed amount per payment method, subtotal and country code

Grand or SubTotal Attribute  
[store view]

Sub Total Including Tax

Choose whether you want to apply percentage additional fee on grand or subtotal. This will also apply on Minimum Order Total

Please select the Grand or Subtotal

Minimum Order Total  
[store view]

Minimum Order Total will be checked based on grand or subtotal attribute been selected

Please add the Minimum order total , it will be checked based on Grand or Subtotal been selected

Skip with Free Shipping?  
[store view]

No

Select "Yes" to skip the free shipping

Tax Class  
[store view]

None

Please select the Tax Class

Shipping Countries  
[store view]

Afghanistan

Africa

Albania

Algeria

American Samoa

Americas

Andorra

Angola

Anguilla

Antarctica

Please select the Shipping Countries , surcharge will be applied only for the selected countries

A surcharge is applied only for the above shipping countries.

Payment Method  
[store view]

--Please Select--

No Payment Information Required

PayPal Express Checkout

PayPal Billing Agreement

Check / Money order

Purchase Order

Cash On Delivery

Please select the Payment Method , surcharge will be applied only for the selected payment method

Surcharge will only apply for selected payment method

- **Surcharge for Multiple countries/Multiple payment methods** - You can set surcharge for multiple countries by selecting countries from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > General Settings > Shipping Countries**, and multiple payment methods from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > General Settings > Payment Method**.
- **View Surcharge on the Order Details View Page** - You can see the applied surcharge on the order details view page from **Admin > Sales > Orders > Select Order > Edit**, under "Order Totals" section.

#0000000015
← Back
Send Email
Reorder

Product	Item Status	Original Price	Price	Qty	Subtotal	Tax Amount	Tax Percent	Discount Amount	Row Total
Joust Duffle Bag	Refunded	£34.00	£34.00	Ordered 1 Invoiced 1 Refunded 1	£34.00	£0.00	0%	£0.00	£34.00
SKU: 24-MB01									

Order Total

---

Notes for this Order

Status

Closed
▼

Comment

Order Totals

Subtotal	£34.00
Surcharge	£3.40

- **Surcharge for Admin Orders** - In the below image you can see the added surcharge value for the order placed from the admin panel, **Admin > Sales > Orders > Create New Order > Select User > Select Product > Add Product**.

## Order Total

### Order History

#### Order Comments

### Order Totals

Subtotal	\$63.00
ScommerceMage-Surcharge	\$6.82
Vat Exempted	\$0.00
Shipping & Handling (Flat Rate - Fixed)	\$5.00
Tax	\$5.20
<b>Grand Total</b>	<b>\$80.02</b>

☒ Append Comments

☒ Email Order Confirmation

## 3. Front-end Site View

- **Surcharge Percentage/Fixed Amount Per Payment Method and Country**

When you set "Surcharge Percentage or Fixed Amount per payment method and country" to "**checkmo:3:FR**" from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > Surcharge Percentage or Fixed Amount per payment method**, then the fixed or Percentage amount, additional fee will be applied based on grand or subtotal attribute been selected per payment method or payment method and country.

- **checkmo:3:FR** - It will add 3% additional fee on "Subtotal Including Tax" , will be applied for shipping country **France** and payment method **Check Money order**.

## Payment Method

☐ Cash On Delivery

☐ Purchase Order

☒ Check / Money order

☒ My billing and shipping address are the same

test test

test

Paris, Pas-de-Calais 567345

France

5678342389

## Order Summary


Cart Subtotal \$389.00

Shipping \$0.00

Free Shipping - Free

ScommerceMage-Surcharge \$11.67

**Order Total \$400.67**

4 Items in Cart 

Ship To:



- **checkmo:5:GB** - It will add 5% additional fee on "Subtotal Including Tax" , will be applied for shipping country **UK** and payment method **Check Money order**.

## Payment Method

☐ Cash On Delivery

☐ Purchase Order

☒ Check / Money order

☒ My billing and shipping address are the same

test test

test

Kent, London 412307

United Kingdom

## Order Summary

Cart Subtotal \$209.00


Shipping \$0.00

Free Shipping - Free

Tax \$17.24

ScommerceMage-Surcharge \$11.31

**Order Total \$237.55**

3 Items in Cart 



- **checkmo:3** - It will add 3% additional fee on "Subtotal Including Tax", and will be applied only for **Check Money Order** payment method and shipping countries selected from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > Shipping Countries** .

## Payment Method

☐ Cash On Delivery

---

☐ Purchase Order

---

☒ Check / Money order

☒ My billing and shipping address are the same

test   test  
 test

Paris, Pas-de-Calais 567345  
 France

5678342389

## Order Summary

Cart Subtotal	\$389.00
Shipping	\$0.00
Free Shipping - Free	
ScommerceMage-Surcharge	\$11.67
<b>Order Total</b>	<b>\$400.67</b>
4 Items in Cart	▼

Ship To:



- **Set Different Surcharge for Countries** - You can set different surcharge for countries from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > Surcharge Percentage or Fixed Amount per payment method** - checkmo:3:FR;checkmo:5:GB.
- **View Surcharge on the Checkout Page** - When you select "Surcharge Amount Type" to "**Percentage**" , " Surcharge Percentage or Fixed Amount " to "**10**" and " Payment Method " to "**Cash On Delivery**"/"**Check Money order**" from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge**, then it adds 10 % additional fee on "Subtotal Including Tax" based on selected payment method and shipping countries. To add shipping countries go to **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > Shipping Countries** - Select Shipping Countries from the drop-down list.

## Payment Method

☒ Cash On Delivery

☒ My billing and shipping address are the same

test test

Santacruz (East)

texas, California 400055

United States

2345678934


## Order Summary

Cart Subtotal \$389.00

Shipping \$0.00  
Best Way - Table Rate

ScommerceMage-Surcharge \$38.90

**Order Total \$427.90**

4 Items in Cart 

- **Surcharge with the Free Shipping** - You can skip surcharge for the free shipping orders from **Admin > Stores > Configuration > Scommerce Configuration > Surcharge > Skip with Free Shipping - "Yes"**. This option can be used if you don't want to charge additional fee when the shipping price is zero.


## Order Summary

Cart Subtotal \$77.00

Shipping \$0.00  
Free Shipping - Free

Tax \$6.35

**Order Total \$83.35**

2 Items in Cart 

Ship To:



Please contact [core@scommerce-mage.com](mailto:core@scommerce-mage.com) for any queries.