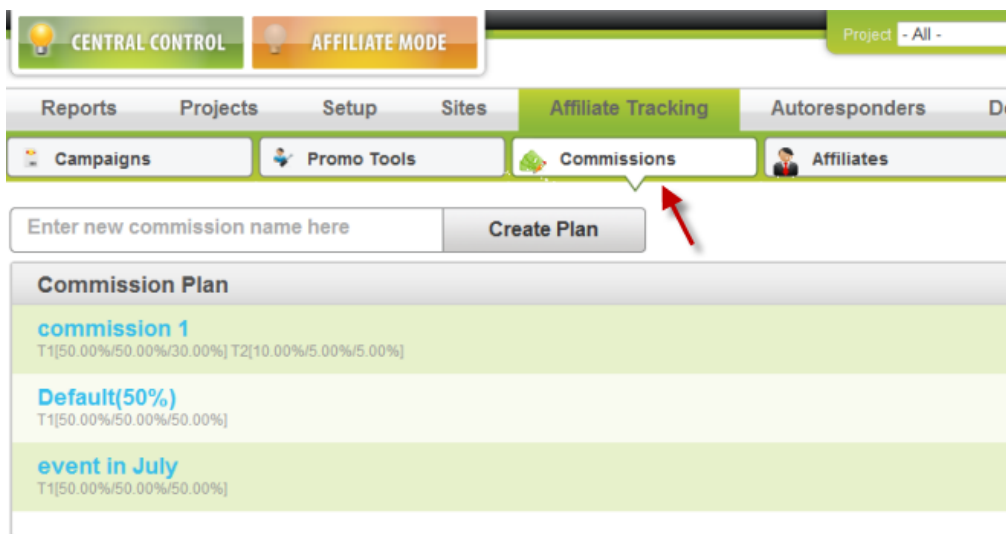


# How to Create the Default Commission Plan

Commission is the most important part of the affiliate campaign. You need to set it up correctly.

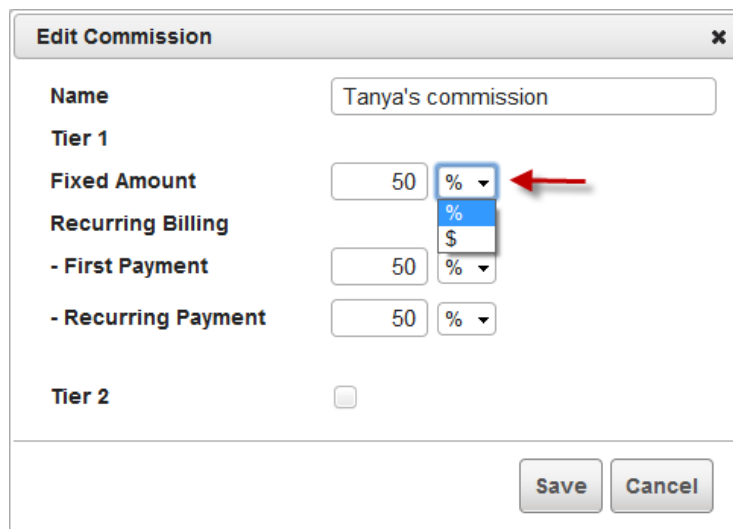
**Step 1:** Go to "Affiliate Tracking" and to "Commission" tab. Enter the name of the commission plan and click "Create Plan" button.



The screenshot shows the FusionHQ interface in 'AFFILIATE MODE'. The navigation menu includes 'Reports', 'Projects', 'Setup', 'Sites', 'Affiliate Tracking', and 'Autoresponders'. Under 'Affiliate Tracking', there are sub-tabs for 'Campaigns', 'Promo Tools', 'Commissions', and 'Affiliates'. The 'Commissions' sub-tab is active, showing a form to 'Enter new commission name here' and a 'Create Plan' button. Below the form, a list of existing commission plans is displayed:

Commission Plan
commission 1 T1[50.00%/50.00%/30.00%] T2[10.00%/5.00%/5.00%]
Default(50%) T1[50.00%/50.00%/50.00%]
event in July T1[50.00%/50.00%/50.00%]

**Step 2:** You can edit the name of the commission plan here again. "Fixed Amount" is used for the one-time payment option only. You can set to give the commission in percentage or in the fixed price. Select the option in the dropdown menu.

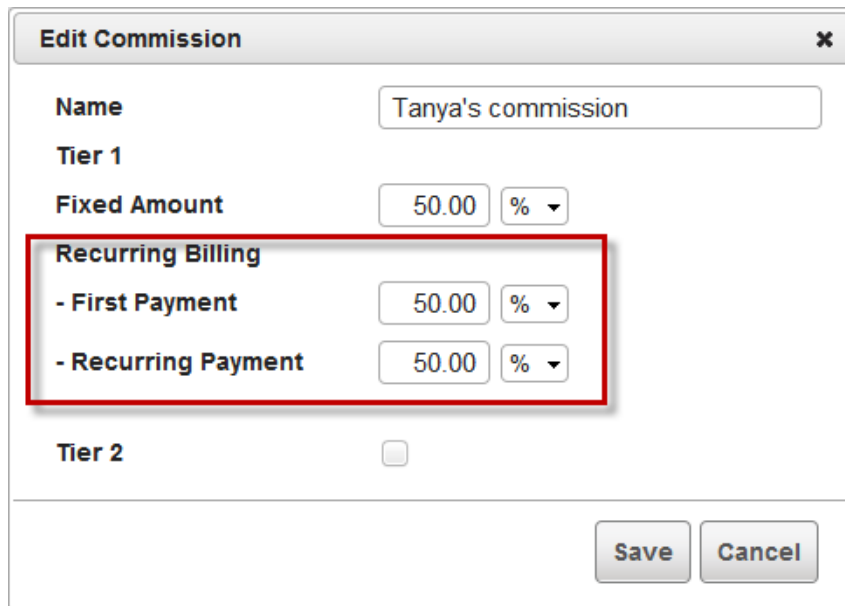


The 'Edit Commission' dialog box shows the following fields:

- Name: Tanya's commission
- Tier 1:
  - Fixed Amount: 50 (dropdown menu is open, showing options for % and \$, with a red arrow pointing to the % option)
  - Recurring Billing:
    - First Payment: 50 (dropdown menu is open, showing options for % and \$)
    - Recurring Payment: 50 (dropdown menu is open, showing options for % and \$)
- Tier 2:

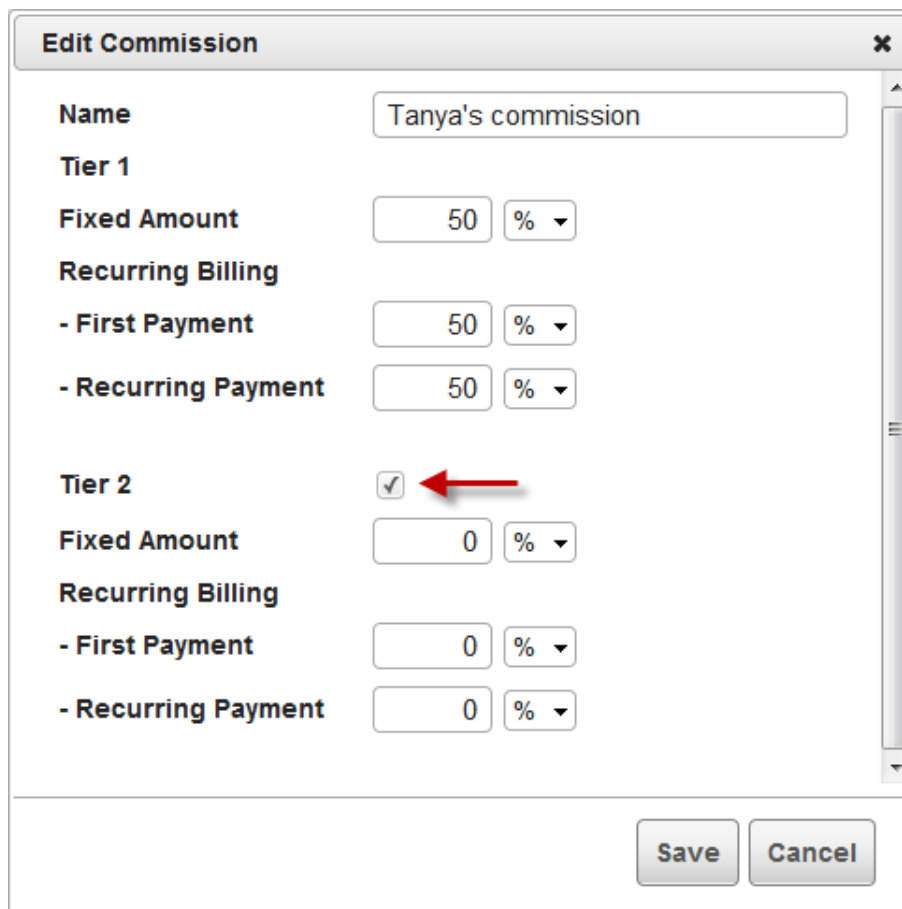
Buttons: Save, Cancel

**Step 3: "Recurring Billing"** is used for the subscription payment only. Also, you have options to pay the commission in percentage or in fixed price.




The screenshot shows a dialog box titled "Edit Commission" with a close button (X) in the top right corner. The "Name" field contains "Tanya's commission". Under "Tier 1", the "Fixed Amount" is set to "50.00" with a percentage dropdown. The "Recurring Billing" section is highlighted with a red border and contains two rows: "- First Payment" and "- Recurring Payment", both set to "50.00" with percentage dropdowns. The "Tier 2" checkbox is currently unchecked. At the bottom right, there are "Save" and "Cancel" buttons.

**Step 4:** Enable the "Tier 2" option if you want to have 2 tiers commission plan.



The screenshot shows the same "Edit Commission" dialog box. The "Tier 2" checkbox is now checked, and a red arrow points to it. The "Fixed Amount" for Tier 2 is set to "0" with a percentage dropdown. The "Recurring Billing" section for Tier 2 also shows "- First Payment" and "- Recurring Payment" both set to "0" with percentage dropdowns. The "Save" and "Cancel" buttons remain at the bottom right.

**Step 5:** Then save the changes and you can apply this commission plan to your affiliate campaign.

**Commission for new affiliate**  Tanya's commission ▾ (this change will not affect the current affiliates)  
If you want to change amount value of commission please go to [commission section](#) instead

**Product**

- Dress [Customize](#)
- Free product [Customize](#)
- Product Two [Customize](#)
  - Included all payment plans of this product
  - Choose specific payment plan:
- Shipping Cost [Customize](#)

**Minimum Commission Payout**  USD

**Affiliate Winner**  First Affiliate Wins  Last Affiliate Wins

**Cookie Length**  
(Set to 0 for lifetime cookie length)  day(s)