



## Accounting Software Information Pack

Are you starting a new business and looking for an affordable user friendly accounting software package which will not overwhelm you?

Are you a small business with only yourself or a few other employees working for you?

Do you want handle your own financial books so you can have more control and also keep bookkeeping costs low?

Do you want to have peace of mind knowing a professional bookkeeper is overseeing your records and helping if you run into problems keeping your books up-to-date or have unanswered questions?

Are you looking to integrate from your present bookkeeping software because you are finding it too hard to manage and want something more user friendly?

*If you have answered 'YES' to one or more of these questions, then read further for more information.*

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*1st Choice Bookkeeping Services has partnered with [Kashflow](#) to bring you an affordable and secure online accounting system.*

**[30 day free trial](#)**

*No commitment - no credit card trial*

Register today at [www.1stchoicebookkeeping.ca/onlinebookkeeping.html](http://www.1stchoicebookkeeping.ca/onlinebookkeeping.html)

*or read further for more information.*

### Easy to Use:

- ✓ Very user friendly interface
- ✓ Accessible from anywhere in the world
- ✓ Multiple concurrent user (user permissions available with add-on application for extra fee)
- ✓ Intuitive interface
- ✓ No accounting jargon
- ✓ Free and fast support

### Improves Cash Flow:

- ✓ Totally free for 30 days - no obligation to buy or credit card taken until you decide to purchase
- ✓ Low monthly payments

### Saves Time:

- ✓ Reminders by email when an invoice becomes overdue
- ✓ Peace of mind knowing you will never overlook an invoice
- ✓ Save time and never forget to repeat invoice a customer
- ✓ Quickly and easily generate GST/HST returns
- ✓ Saves you time *and* money
- ✓ The freedom to respond quickly to queries regardless of if you are at home or in the office
- ✓ Ability to send invoices by email
- ✓ Stay on top of unpaid invoices
- ✓ Easily store and retrieve information on all of your customers and suppliers
- ✓ Record how and when payments have been made and received
- ✓ Accurate record keeping

### Increases productivity:

- ✓ Create customised, tailored invoice templates
- ✓ Simplified credit control and chasing payments
- ✓ Greater control of the cash flowing into your business
- ✓ Automatic creation of invoices on a monthly or annual basis
- ✓ Statistics on customer values, average time to pay, etc.
- ✓ Identify good and bad customers
- ✓ Easily deal with any accounting queries
- ✓ Statement of account for customers and suppliers.
- ✓ Insightful graphical reports on all aspects of your business
- ✓ Visually see how your business is growing

- ✓ You and your colleagues can all access information at the same time
- ✓ Get invoices to customers quicker and receive payment quicker

#### Increase Customer Service Levels:

- ✓ Present a professional and organised image to your customers
- ✓ Track where each of your customers come from
- ✓ See how effective your marketing spend has been
- ✓ Maintain a list of your suppliers and customers

#### Secure:

- ✓ All data stored securely online and backed up every day.
- ✓ No longer spend time backing up your data or fretting because you *still* haven't done it.
- ✓ Levels of security comparable with internet banking
- ✓ Peace of mind knowing your financial information is much more secure than it is stored on your own computer

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Purchase a 1 year software license at only **\$24.95** cad (plus HST) per month. We provide a **30 day FREE trial** so you may be able to try the software to see how easy it is to use.

Give yourself “**peace of mind**” by purchasing our **value added** service at **\$59.95** cad (plus HST) per month. You will have the assurance of knowing a **professional bookkeeper** is there to assist you as you enter your daily records. Service includes our **1 year** online software license with regular updates and 1 hour of service per month averaged over a 6 month cycle. If you use some extra time, you will not be charged as the next month you may not need any support. If more time is required, then you may upgrade your package at anytime.

Register online at [www.1stchoicebookkeeping.ca/onlinebookkeeping.html](http://www.1stchoicebookkeeping.ca/onlinebookkeeping.html) for the **30 day FREE trial** (software only)

**Bookkeeper support** includes any questions or duties relating to regular monthly activities such as entering of invoices, payments, expenses, HST remittances, payroll, payroll remittances, bank reconciliations or any other related financial activities based on Canadian bookkeeping standards. Extra fees will be charged for setting up of your accounts.