



Move to the cloud with



Beautiful business

EASY INVOICING

- Create professional online invoices that update any changes without the need to resend to customers.
Automatically create, save and email recurring invoices. Bulk send multiple invoices.
- Copy last invoice or details from any previous one.

CREATE PURCHASE ORDERS

- It's quick and easy to create fully customizable purchase orders, email them to suppliers and then copy to a bill when it's time for payment.
- Stay on top of the entire purchase order process with a complete audit trail in Xero.

ATTACH FILES TO DATA

- Attach documents to transactions, send files with your invoices and save customer and supplier documents.
- Store your files and transactions in one place online for easy access from anywhere.

INVENTORY

- Track inventory, manage stock and easily add items into invoices and orders.
- Xero calculates the value of the goods you have on hand using the average cost method.
- Xero lets you add photos to your inventory items for a visual reminder of your stock, and upload supplier contracts to keep them close at hand.

PAY BILLS

- Get complete visibility and control over spending with an interactive timeline, planned payment dates.
- Set up repeating bills to never miss an expense.
- Email bills and documents straight into Xero and data is extracted automatically or use side-by-side files for simple data entry.

MANAGE ASSETS

- Track business assets with Xero's built-in fixed assets register.
- Manage depreciation and disposals and let Xero post the journals automatically.

BANKING

- Connect to your bank with Bank feeds so transactions flow into Xero automatically.
- If no Bank feeds are available import bank statements into Xero using CSV, OFX, or QIF formats.
- Reconcile large numbers of transactions faster than ever with cash coding, bank rules and auto suggestions.

GO MOBILE

- Capture expenses, send quotes and invoices, and even reconcile your bank when you are on the go.
- Attach source documents using your device camera.
- Xero mobile app works with both Apple and Android devices.

CONNECT TO 1000+ THIRD PARTY APPS

- Xero integrates with over 1000 applications such as inventory, payroll, time tracking, expenses management and many more.
- Check out more on our website or on apps.xero.com

THE ABOVE FEATURES ARE AVAILABLE ON THE STANDARD PRICING PLAN WITH UNLIMITED USERS, NO FUTURE LICENCE FEES AND INCLUDES FREE ONLINE SUPPORT



MULTI CURRENCY

- Enter invoices, reconcile accounts and get paid in any combination of different currencies.
- Exchange rates for over 160 currencies, updated hourly from XE.com.
- Remove complicated reconciliations and exchange rate guesswork with foreign currency.

THE ABOVE FEATURE IS AVAILABLE ON THE PREMIUM PRICING PLAN
ALONG WITH ALL THE FEATURES OF THE STANDARD PLAN

XERO EXPENSES

Xero Expenses is a separate feature with it's own mobile APP.

You can submit receipts on your mobile phone, control permissions of each user, automate journals and get real-time insights to who's spending, how much and where.

Xero uses OCR technology to capture information from your invoice/receipt to save time with data entry.



XERO PROJECTS

Track the time and money you're spending on jobs with this extra feature for such industries as building and construction.

Xero Projects has its own fully integrated APP to allow you to record time and expenses for you and your staff while on the go. Monitor and track performance with an up-to-the-minute dashboard view to keep your jobs within budget.



THE ABOVE TWO FEATURES ARE ADDITIONAL ADD-ONS
AND CARRY A SEPARATE PRICING PER USER PER MONTH

Download these apps:



For more information or for a free 30 day trial go to

www.aiacct.co.zw/xero

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