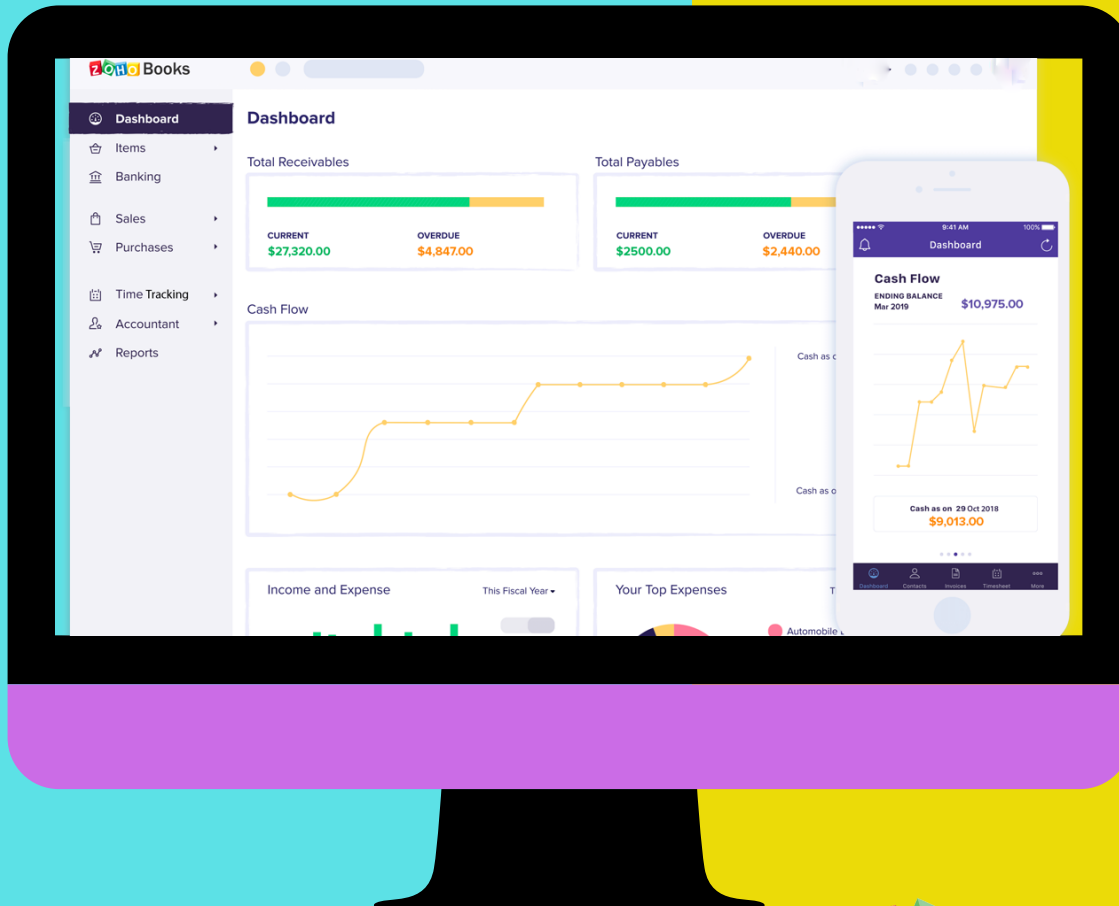


A run-through of why Zoho Books is the right accounting software for your business



Zoho Books is a user-friendly accounting software designed for small business owners to help them manage their finances, automate their business workflows and work collectively across departments.

Spondoo Accountants

We are made up of a team of Chartered and Certified Accountants and bookkeepers, supported by our in-house software developers. We have years of experience across the finance industry - including in payroll, financial services and pensions - as well as in-depth knowledge of all the software that you use every day to run your business.

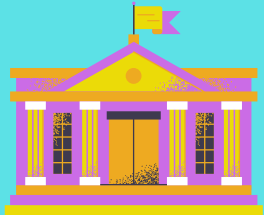
Zoho Books features

Payments



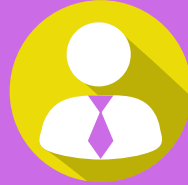
You can give your customers online payment options such as direct debit, card payment, and bank transfer. This can be done via your own custom branded payment interface.

Automated banking



You can fetch all of your bank transactions, categorise them, and reconcile your accounts in Zoho Books. The Zoho Books banking dashboard gives you a hassle-free overview of your entire cashflow.

Client Portal



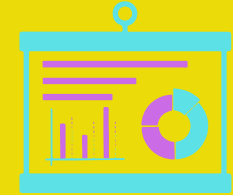
Your customers can view recent transactions, approve estimates, give feedback and make bulk payments with the Client Portal.

Expenses



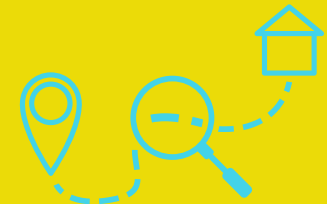
When using Zoho Books, you can go paperless to remove clutter and stay organised. Zoho Auto Scan automatically reads the data within your receipts & invoices avoiding the need to manually key data.

Powerful reporting



You can make informed business decisions based on accurate, real-time data to optimise your sales and purchases. You can also schedule reports and get insights into your finances to know what's working for you.

Track inventory in real-time



Zoho Books can inform you on which goods you have on hand, identify fast-moving items, and keep you get well-stocked for your next order.

Zoho Books Plans

Free

1 User + 1 Accountant
Manage Clients
Manage Invoices (Up to 1,000 per annum)
Client Portal
Online/Offline Payments
Automate Payment Reminders
Multi-lingual Invoicing
Credit Notes
Recurring Invoices
Expenses & Mileage Tracking
Add Multiple Bank and Credit Card Accounts
Import Bank and Credit Card Statements
Bank Rules & Reconciliation
Chart of Accounts & Sub-accounts
Manual Journals
Reports
Invoice Customization
Taxes
Payment Gateways

Integrations
Zoho Apps
Other Apps

Support
Email

Basic

Invite 3 Users
Includes everything in Free +
Manage Invoices (Up to 5,000)
Recurring Expenses
Connect and fetch bank & credit card feeds via bank feeds provider
Predefined User Roles
Track Project Expenses and Invoice
Bulk Updates
Transaction Locking
Custom Views
Custom Fields
Timesheet and Billing
VAT MOSS Report
Payment Gateways

Support
Email, Voice, Chat

Standard

Invite 5 Users
Includes everything in Standard +
Sales Approval
Retainer Invoices
Bills
Payments Made
Vendor Credits
Recurring Bills
Sales Orders
Purchase Orders
Purchase Approval
Multi-currency Handling
Currency Adjustments
Stock Tracking
Price Lists
Landed Costs
Custom Roles
Timesheet Approval
Timesheet - Client Approval
Retainer Invoices for Projects
Project Profitability
Journal Templates
Recurring Journals
Workflow Rules (Up to 10)
Email Alerts
In-app Notifications
Field Updates

Support
Email, Voice, Chat

Professional

Invite 10 Users
Includes everything in Professional +
Custom Domain
Vendor Portal
Budgeting
Custom Buttons
Validation Rules
Related Lists
WebTabs
Custom Functions
Custom Schedulers
Webhooks
Workflow Rules (Up to 200)
Custom Reports

Integrations
Zoho Sign
Twilio

Support
Email, Voice, Chat

Zoho Books Benefits

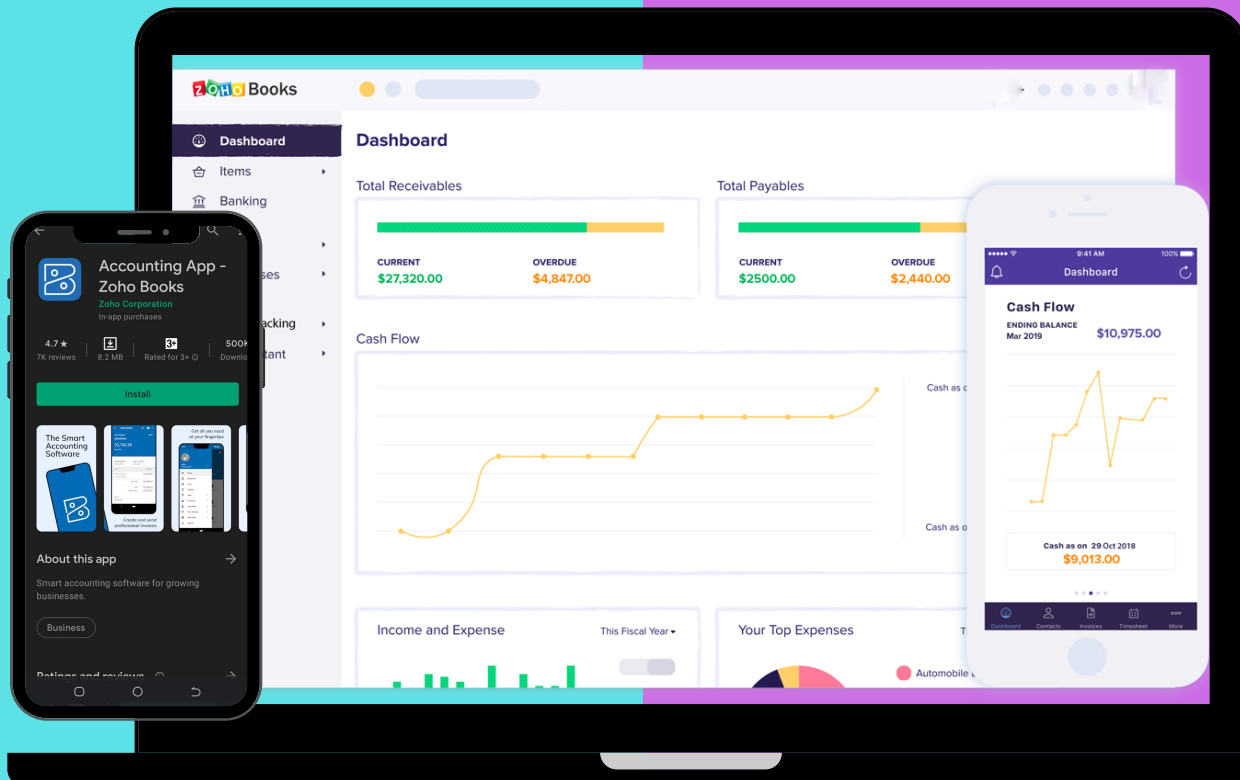


Free accounting software

Zoho Books is very simple to use and a great alternative to the major cloud accounting packages in the UK. The dashboard lets me quickly know how my business is performing. You really don't have to be an accountant to use Zoho Books.

CHARLIE. P
FOUNDER, C BRAN LTD.

- You can know how your business is performing with its insightful reports
- You can personalise your invoices to spread your brand.
- Saves you time by automating tasks
- Cloud-based hence you can access real-time data wherever you are.



Sign up for Zoho Books with us to get

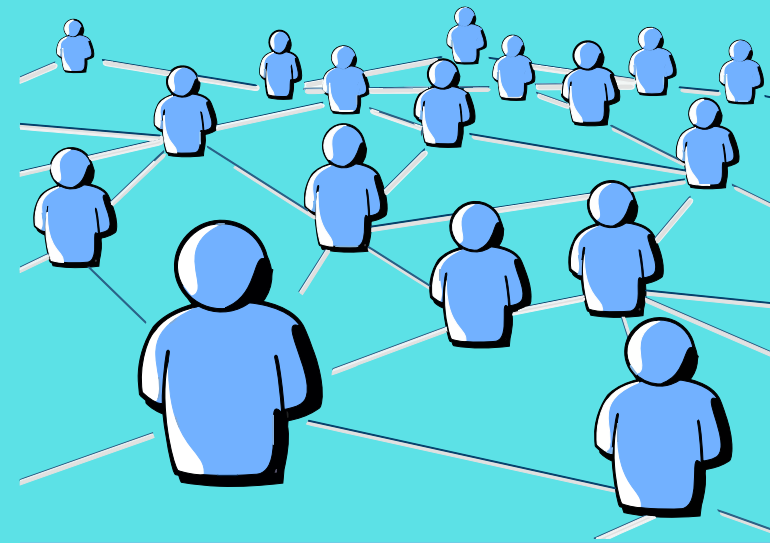
30%

discount

If you sign up for Zoho Books through Spondoo Accountants, we will give you a 30% discount* off our accounting fees for the first 6 months (even if you choose Zoho's free package).

We can also help you migrate from your existing accounting software, fix historic bookkeeping issues and even provide free training on how to use the software

**[Click here to claim
your discount](#)**



spondoo.co.uk

02033 259 341

info@spondoo.co.uk

[@spondooaccountants](#)