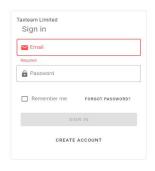
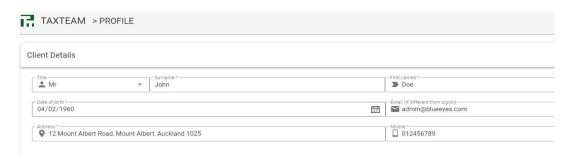
Sign Up Manual

Select Free Software Button on homepage

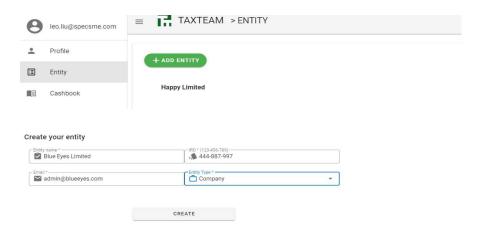


Create account
Agree T&C and sign up
Finish Profile under the client details





Create a business entity
"+ Add entity"
complete entity basic details and create entity first



finish entity full details by clicking create button Default goes entity info tab

Blue Eyes Limited **6**0 **0**0 444-887-997 admin@blueeyes.com Blue Eyes Limited ENTITY INFO BANK ACCOUNT DOCUMENTS ✓ SAVE CANCEL Blue Eyes Limited 444-887-997 admin@blueeyes.com 2 12 Mount Albert Road, Mount Albert, Auckland 1025 2 12 Mount Albert Road, Mount Albert, Auckland 1025 Entity Type * — Company TICK IF GST REGISTERED GST registered 🙏 Retail and Cafe ADD MESSAGE YOU WANT TO APPEAR ON ALL YOUR INVOICES Please make payment to following account Bank: BNZ suggest to put business banking details Bank account name: Blue Eyes Limited bank Bank account: 02-1234-1234567-00 account name account number If entity has more then one account repeat process Blue Eyes Limited Next setup bank account under the bank account tab ENTITY INFO BANK ACCOUNT DOCUMENTS

✓ SAVE CANCEL

"+ add bank account"



Enter all required banking details, make sure the initial balance is correct on the specified date, and save

