

Sage Instant Accounts



New

Easy-to-use accounts  
software for new and  
small businesses

## What is Sage Instant Accounts?

Perfect for new and small businesses, Sage Instant Accounts is the market-leading accounts software that puts you in full control of your cash flow and VAT.

Whether you're dealing with quotes and invoices, customers or VAT, Sage Instant Accounts will help you manage your day to day accounts.

Our simple navigation make it easy for you to work quickly and efficiently plus the option to link your data to the cloud via Sage Drive makes Sage Instant Accounts the most flexible way to get that key business information you need to stay in control and drive your business success.

## Why Sage?

From leading-edge technology and sustainable energy businesses to good old-fashioned fish and chip shops, we work with lots of different types of business.

We've been delivering software, services and support for more than 30 years. Now, more than 800,000 UK businesses, from brand new startups to thriving, established companies, choose Sage.

Sage Instant Accounts will help you run your business efficiently. By making it simple to manage your money, quotes, invoices, VAT and suppliers, you'll have control of your cash flow and the confidence to keep your business running smoothly and efficiently.

### **Get started quickly and easily**

Sage Instant Accounts is really easy to install and set up. You can get started straightaway if you download it online. And you'll have 45 days' free support if you need any help.

### **Manage your money**

Easily manage your accounts, understand your cash position and keep your bank records up to date. If you trade overseas, add the Foreign Trader module\* and manage multiple currencies.

### **Manage your customers and sales**

Create and find all your customer details quickly and easily. Store all your product and service information, and raise professional looking quotes and invoices or record sales at the click of a button.

### **Manage your stock**

Get an accurate view of your stock value; keep information on your stock levels up to date and check if you have enough stock to fulfil orders as you go.

### Manage your VAT

You can automatically and accurately calculate your VAT returns, verify and submit them to HMRC online in the UK or the Revenue in Ireland. Save time by submitting your returns in just three clicks and keep records of your returns and submission receipts together.

- **Show me how**

Gives you the confidence that you are entering and processing transactions correctly for your VAT Scheme

- **VAT verifier**

Ensure that your VAT return contains all the transactions for the VAT period you're submitting.

### Reduce late payments and avoid errors

Our online payment service Sage Pay\* can help you get paid quicker with electronic invoices and by linking it with Sage Instant Accounts you'll save time and avoid import errors.

### Manage Trading Abroad\*

For businesses trading outside of the UK and Ireland, dealing with foreign currencies can make your accounts more complicated. With Sage Instant Accounts you can keep all the information you need to manage foreign trading in one place. So you can stay compliant with legislation for trading abroad, and manage changing exchange rates.

### Manage your business on the move

Sage Drive\*\* means that you can link your Sage Instant Accounts data to the cloud so you can access it wherever you are.

### Sage 50 Accounts Tracker\*\*

Sage 50 Accounts Tracker app is available to use in conjunction with Sage Instant Accounts so that you can access key business information on your smartphone.

Perfect for anyone who needs meaningful business insight on the go, Sage 50 Accounts Tracker tells you how your business is performing from your smartphone.

By cutting out the need to wait for reports or checking back with the office to get up-to-the minute information, it helps you make quick, confident decisions about your business, by putting the supporting information in your hands.

- **Data at your fingertips**

Immediately see top level sales, purchases, bank balances and profitability. More detailed understanding of invoices, bank details, reconciled position and profit and loss balances is only a screen tap away

Contacts and directions on demand Find customer and supplier contact details, together with a handy map view. Call, email or text without having to switch apps

- **Keep your eye on cash flow**

See customer and supplier invoice lists, filter by due days, overdue days and value to help you target where you need to chase or make payments

- **Understand your profits**

Check Profit and Loss balances for the month and year end to date

### The best thing about Sage 50 Accounts Tracker\*\*:

- **Insight on demand**

Sage 50 Accounts Tracker\*\* works online and offline to give you business information wherever you are at any time

- **Connect even without coverage**

Get customer and product information even when Sage 50 Accounts isn't running and you have no mobile network coverage

- **Protected and secure**

Ensure your data is safe and protected with encryption and secure sign in

- **No expertise necessary**

Quick and simple to set up and use. You don't even have to know how to use Sage Instant Accounts to get the business data you need. It's an app after all

- **Get more done in less time**

Because you can help yourself to the information you need quickly and easily without relying on others to compile reports, you can work more efficiently. And that could mean more time for the important things, like weekends

Sage 50 Accounts Tracker\*\* is supported by iOS v7 and onwards and Android v4

### Work with your accountant in real-time\*\*

Sage Instant Accounts with Sage Drive you can share live accounts data securely online with your accountant, meaning you can both work on the most up to date data, without disrupting your business.

That means you can have confidence that your accountant can offer you the best advice based on current data, and can always help you manage your accounts. There's no need to stop processing while they provide their services, meaning less down time for your business.

And you can see exactly what changes your accountant has made, so you understand the effect on your business.

Thanks to multi-level online security, your data is protected and can only be accessed by people you grant access too. You maintain control of that access at all times.

\* Additional charges apply

\*\* Included for duration of subscription and Sage Cover Extra contracts. 12 months' use included with new licences and upgrades, thereafter charges may apply.

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“I love how easy VAT returns are. Being a digital company we try and do everything the electronic way...Submitting it online saves us more time than anything else.”

**Jonathan Porter, ne-web ltd**

“Sage Instant Accounts saves my business money. It's very time efficient and easy to use.”

**Suzi Smith – Helping Hands Secretarial Services Ltd**

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Call **0845 111 1111** for more information

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