

Cashflow Manager Accountants' Inner Circle



As an accountant in public practice, it is vital for your sanity and profitability, that your clients use the right bookkeeping solution for their business.

The Cashflow Manager Philosophy

1. There is a difference between bookkeeping and accounting and most small business owners should not try to be accountants. Rather, they should keep records that help them with the day to day running of their business and make it easy for their accountants to effectively complete their compliance work. (This is why Cashflow Manager does not offer a general ledger package).
2. Accountants are the best people to advise clients on which bookkeeping or accounting solutions to use because they understand their clients' needs and level of accounting expertise required.
3. Accountants who have their clients' best interests at heart will advise them when there is a better solution for their needs.
4. With more than 25 years experience helping small business, Cashflow Manager is still the best solution for your small business clients who know nothing about accounting.

Essential tools and resources that help you work more effectively with your clients and build your profitability

With more than 400,000 Cashflow Manager bookkeeping products sold, becoming a Cashflow Manager Accountants' Inner Circle Member is a must for any accountant in public practice and provides many benefits including:

- Access to all your Cashflow Manager Cloud client's records from a single sign-on portal.
- The complete range of Cashflow Manager software programs that is always kept up to date so you can process your own and your clients' work quickly and efficiently.
- Exclusive accountants only documentation, training, technical support and communications to maximise your efficiency and make you the expert no matter how comfortable you are with computers or the programs.
- The ability to purchase Cashflow Manager products for your clients at wholesale prices.

Become an Inner Circle Member Today

More information about the features and benefits of Inner Circle Membership is included over the page. To become a member please complete and return the application form with the necessary documents today.

If you would like more information about the Inner Circle Membership please call 1300 88 78 68.

We look forward to working with you in the very near future.

A handwritten signature in black ink, appearing to read 'Tim Millar'.

Tim Millar
CEO, Cashflow Manager Pty Ltd

Membership Eligibility

You are eligible to become a member of the Cashflow Manager Accountants Inner Circle if you are an accounting firm in practice in Australia and comply with the public practice requirements of the professional bodies and agree with the Cashflow Manager core philosophy.

Here are some of the benefits to your practice of adopting the Cashflow Manager Inner Circle program.

- **Access to all your Cashflow Manager Cloud clients' records** from a single sign-on portal
- **An Inner Circle Member's CD** containing not-for-resale versions of Cashflow Manager, Invoice Manager, Wages Manager and Rent Manager, an electronic version of the Cashflow Manager Documentation Library and other electronic resources that become available from time to time.
- **The Cashflow Manager Documentation Library.** New members receive printed manuals and other documentation and then you receive electronic updates to the documentation library as new software is released or changes are made.
- **Software Maintenance.** Your Cashflow Manager software programs are always upgraded to the latest version and you will generally receive upgrades before your clients.
- **Priority Telephone Support.** Direct access to the Support Team via a dedicated 1300 number for 11.5 hours on business days and 6 hours on Saturdays. Support is available to any member of the firm at the member's branch or office.
- **Regular Communication.** You will receive email and printed communication exclusively for the members of the Cashflow Manager Inner Circle containing valuable technical, product and services tips and techniques to keep you and your clients up-to-date.
- **Reseller Status.** You automatically qualify as a Cashflow Manager reseller once your application has been approved so you can purchase Cashflow Manager record-keeping solutions at wholesale prices.
- **Affiliate Status.** You can also refer Cashflow Manager Cloud and Cashflow Manager software programs to your clients and others from your website and receive a wholesale margin from the sale.
- **A Multi-user License** that allows you to install Cashflow Manager on all your office computers.
- **Free Advertising.** You receive a free listing in the 'Accountant Search' feature on the Cashflow Manager website. This will continue after your initial 12 months' membership provided you have been actively referring Cashflow Manager to your clients during the previous year.
- **Other Tools and Services.** For example, Cashflow Manager frequently conducts webinars and other events aimed at helping you maximise the success of your practice.



All this, and more for just \$220 joining fee and \$220 a year. In fact, when you 'purchase' just 3 programs during the membership year, your annual membership is FREE!

Your investment to become a Cashflow Manager Inner Circle member is only \$220 (including GST) and includes 12 months' membership.

The annual membership fee each year is also \$220 (including GST).

The annual membership fee is waived if you 'purchase' just 3 or more Cashflow Manager software, programs during the previous year. Referrals to Cashflow Manager Cloud that result in sales also count towards the 3 'purchases'.

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Membership Fees are current as at 1st January 2015, and are subject to change without notice.

'Purchased' means purchases by the firm for resale to clients, purchases through the affiliate link on your website, or referrals to Cashflow Manager Cloud that result in a sale.

'Cashflow Manager software programs' means new Cashflow Manager, Wages Manager, Rent Manager and Cashflow Manager GOLD programs.

'Cashflow Manager products' means Cashflow Manager, Wages Manager, Rent Manager, Cashflow Manager GOLD, Cashflow Manager Cloud, Cashflow Manager mobile invoicing application and any other software and online products manufactured by Cashflow Manager Pty Ltd.

Cashflow Manager Pty Ltd

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Fax 1300 788 755

Email info@cashflow-manager.com





Cashflow Manager Cloud launched on Australia Day 2015. Now, small businesses around Australia have access to the **simplest** bookkeeping solution in the cloud. Cashflow Manager Cloud is an internet-based bookkeeping solution, meaning that small business owners can now do their books anywhere they have an internet connection, and connect their books to your practice in real time without the need to swap files. Cashflow Manager Cloud also eliminates the need to do regular backups.

What's more, as an Inner Circle member you can have your own **free Cashflow Manager Cloud account**, which enables you to access all your clients' Cloud accounts through a **single sign-on portal**.

Cashflow Manager Cloud is the latest addition to the Cashflow Manager stable of products and is not a replacement for our existing desktop solution. It is an all-new bookkeeping suite designed to enhance our range of offerings, so that our valued Inner Circle are able to recommend to clients the solution that best suits the clients' business model.

We know that many Cashflow Manager users are perfectly happy working with their existing PC based Cashflow Manager and we will continue to support and improve our PC products. Similarly, we know that many Cashflow Manager users are interested in embracing new technologies. Whatever their preference, we have them covered.

Here are some of the benefits of using Cashflow Manager Cloud:

- Access from anywhere
- Easy to use
- Modelled on Cashflow Manager's PC software
- Works on a PC or Mac
- Unlimited transactions
- Unlimited invoices
- Everything on the screen at a glance
- Data stored on Australian servers
- Hosted by Amazon
- Private and secure
- No backups required
- Inner Circle accountants have a single sign-on portal to all their Cloud client accounts.

And don't forget every time you refer a client to the Cloud and they enter your ID when subscribing, your practice will receive a wholesale margin on the fees collected, plus the sale will credit to your Inner Circle membership.

To learn more about Cashflow Manager Cloud, visit our Cloud website at:

www.cashflowmanagercloud.com.au

Accountants' Inner Circle Application Form

I am an accountant in public practice and I wish to apply for membership of my firm in the Cashflow Manager Accountants' Inner Circle. I agree with the Cashflow Manager Philosophy and will recommend Cashflow Manager to clients for whom it is suitable. I understand and agree with the enclosed membership terms and conditions and reseller conditions.

1. Your Details

Practice Name:		
First Name:	Last Name:	
Phone:	Fax:	
Office Address:		
Postal Address:	State:	Pcode:
Email:		

2. Your Accounting Association Memberships

ATMA CPA ICA NIA _____

3. Your Current Cashflow Manager Software

- I do not have any existing Cashflow Manager software licenses
 I have an existing Cashflow Manager software license to transfer to my Inner Circle membership

Cashflow Manager Registration Number(s): _____

*Your existing software license will be converted into your Cashflow Manager Inner Circle Membership. See Membership Terms and Conditions for full details.

4. Your Payment Details

I have enclosed a cheque (payable to Cashflow Manager Pty Ltd) for \$220 (including GST).

or

Please charge \$220 (including GST) to my: Visa Mastercard

Credit Card: Expiry: /

Cardholder's Name: _____

Signature: _____ Date: _____

5. Your Documentation

I have enclosed a copy of my: Firm Letterhead **AND/OR** Current Public Practice Certificate
OR Public Practice Status Verified by Cashflow Manager Consultant

Signature: _____ Date: _____

6. Return this application form to Cashflow Manager Pty Ltd

Fax the completed form with the required documents to 1300 788 755,
email to info@cashflow-manager.com or mail to:

Cashflow Manager Pty Ltd, PO Box 525, Melrose Park SA 5039



Terms and Conditions

Cashflow Manager Inner Circle Membership

1. The applicant warrants that he or she is currently an accountant in public practice in Australia and authorises Cashflow Manager Pty Ltd to make such enquiries as it considers necessary to verify details of their practice. Cashflow Manager Pty Ltd reserves the right to reject any application if the membership criteria have not been satisfied.
2. The applicant acknowledges that there is an annual membership fee which may be waived for firms who have complied with the Terms and Conditions and have 'purchased' a minimum number of software programs (currently 3) during the previous membership period.
3. Members who have not had their annual membership fee waived can renew their membership by payment of the Annual Membership Fee (currently \$220 incl. GST). In the event that the Annual Membership Fee is not paid within 30 days of the expiry date, membership may be terminated and any subsequent request for reinstatement of membership (and joining fee) will be at the discretion of Cashflow Manager Pty Ltd.
4. The applicant acknowledges that the Inner Circle membership applies to a single office location and that multiple offices of the same firm will require their own membership.
5. The applicant understands and accepts that the license to use the Cashflow Manager 'Office Copy' software is granted to them as a benefit of their membership and the software may only be installed on computers at the place of business registered by the member.
6. The applicant understands and accepts that the Cashflow Manager 'Office Copy' software is a 'Not for Resale' product and may not be transferred or assigned or given to any other party. In the event of their termination of their membership, all copies of the product must be deleted and all CDs immediately returned to Cashflow Manager Pty Ltd unless Cashflow Manager Pty Ltd agrees in writing for the software to be used in alternative circumstances.
7. The applicant agrees that when upgrades of the Cashflow Manager Software are provided, the license in respect of the prior product shall immediately lapse and the original software shall be destroyed unless otherwise agreed to in writing by Cashflow Manager.
8. The applicant agrees to use their best endeavours and to take all reasonable steps to safeguard the Cashflow Manager Software to ensure that there is no unauthorised copying or distribution of the software.
9. The applicant agrees to notify Cashflow Manager in writing immediately upon any change in the details provided. Further documentation may be required by Cashflow Manager Pty Ltd.
10. In the event of the breach of any of these conditions by the applicant, Cashflow Manager Pty Ltd may at its option, and in the manner that it shall determine, restrict or terminate the applicant's membership and revoke any privileges associated with that membership.
11. The applicant acknowledges that termination of an Inner Circle membership will automatically terminate the applicant's access to the Cashflow Manager Cloud application that was provided as part of said membership and that access to client records via the single sign-on portal will be unavailable.
12. In the event that the original Cashflow Manager software license is converted into an Inner Circle membership, the original license cannot be used or sold during the term of the membership. In the event that the membership lapses or is cancelled, the applicant may request for the original license to be reinstated.
13. Cashflow Manager Pty Ltd reserves the right to make changes to the features, benefits, prices, terms and conditions of the Accountants Inner Circle Program.

Reseller Terms and Conditions

1. General: These term and conditions shall apply to the exclusion of all others including any terms and conditions of the reseller (whether on the reseller's order form or otherwise). Reseller acknowledges that these terms and conditions embody the whole agreement between the parties and agrees to be bound by them
2. Supply of Products: Cashflow Manager supplies all products other than 'Not for Resale' software on a 'Sales or Exchange' basis. Any returns that do not fall under the following conditions may be rejected or incur a restocking fee.
3. New Versions: Cashflow Manager protects resellers from version changes by updating stock held to the latest version free of charge. Old versions must be returned to Cashflow Manager Pty Ltd within 30 days of the release of the new version or a restocking fee may apply.
4. Money Back Guarantee: Cashflow Manager provides a 90 day money back guarantee on new software products. If the Customer or client wishes to return the product they must return the full product to the place of purchase within the stated money back guarantee period. The following process should be followed:
 - (a) Refund the customer or client and return the entire product as stated under Clause 5 below.
 - (b) Cashflow Manager will replace the product with fresh stock.
5. Procedure for Returning Products – Old Versions and Money Back Guarantee Returns
 - (a) Ensure that the complete product is included.
 - (b) Return the products as well as a reason for the return to Cashflow Manager Pty Ltd by your preferred carrier at your cost.
 - (c) Cashflow Manager will send a replacement package of the same type type at Cashflow Manager's cost.
 - (d) Products returned for reasons other than the above may be charged a restocking fee
6. Payment: The reseller shall make payment to Cashflow Manager Pty Ltd for all products supplied and services rendered within the supplier's terms and acknowledges that these terms include the right to cancel further credit if applicable and to take legal action for the recovery of all sums outstanding. Should payment remain outstanding beyond the supplier's payment terms, the reseller is liable for all costs including legal costs and mercantile agent fees incurred by Cashflow Manager in recovering the amount outstanding.
7. Not for Resale (NFR): NFR copies of Cashflow Manager products are not for resale copies for your own in-house use only. When you purchase a NFR copy it is registered to you. We will not supply the customer code required to use Cashflow Manager of anyone other than the registered owner and resellers who on-sell NFR products will be liable to prosecution.