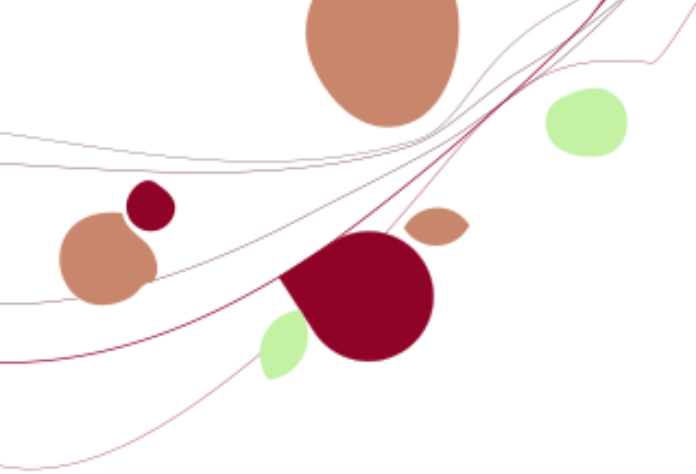


Sage Instant Accounts v16

Helping you to	Instant Accounts	Instant Accounts Plus
Get up and running		
Easy to set up and use	•	•
View video demos – <i>Improved in v2010</i>	•	•
Easily correct mistakes	•	•
Learn in practice mode	•	•
Telephone support (Additional Charge)	•	•
Manage your Customers		
Find contact details quickly and easily	•	•
Create quotations and invoices	•	•
Integration with ACT!	•	•
See profit made on quotes/invoices before committing	•	•
Apply flexible discounts to win business	•	•
See who owes you money and when it's due	•	•
Credit Control Dashboard	•	•
Record Till Takings quickly & easily	•	•
Record Cash Sales	•	•
Receive and process card payments*	•	•
Sage Pay- Pay Now Button* – <i>NEW in v2010</i>	•	•
Analysis Reports e.g. Sales Ledgers Dept. Analysis, Aged Debtors etc		•
Manage Your Suppliers		
Find contact details quickly and easily	•	•
Record purchase invoices in batches	•	•
Analysis Reports e.g. Purchase Ledgers Department Analysis		•
See who you owe money to and when it's due	•	•
Share information electronically with your Accountant	•	•



Helping you to	Instant Accounts	Instant Accounts Plus
Keep track of money going in and out of your business	•	•
Prepare VAT Returns	•	•
Irish VAT return file available	•	•
Irish VAT Cash Accounting	•	•
Reverse Charge VAT for construction	•	•
e-VAT submissions	•	•
VIIES, EC Sales List - <i>Improved in v2010</i>	•	•
Audit preparation	•	•
Profit and Loss and Balance Sheet reports	•	•
e-banking	•	•
Bank reconciliation for up to date figures	•	•
Export your information to Microsoft Office	•	•
Import quickly & easily from Excel with New Import Template – <i>NEW in v2010</i>	•	•
Manage your business		
Departments		•
Recurring entries	•	•
Keep track of your products and services	•	•
Control your stock		•
Product Profit Reports, e.g. based on Sales price or Cost price		•
Sales, Purchases & Nominal Ledgers	•	•
Report Designer, to design your reports	•	•
Multi-user ready*		2
Integrates with Sage Pay - <i>Improved in v2010</i>	•	•
Manage your time with integrated diary and reminders	•	•

*Addition Charge Applies

**For further information on Sage Instant Accounts,
please call the Product Advice Team on
1800 303 363**



Sage Instant Accounts v16

Comparison of Instant Accounts and Instant Accounts Plus in relation to reporting

Helping your to	Instant Accounts	Instant Accounts Plus
Manage your Operations		
Access/Security	Basic	•
Report Designer	•	•
2 Users		•
Departments		•
Basic Financial Reports: (Audit, Trial Balance, P&L, Balance Sheet, Variance & Previous Year)	•	•
Wide Audit reports (brief, details, deleted transactions etc)		•
Audit Trial Historic		•
Budget Reports		•
Removed Audit Transactions		•
Cleared Audit Trial Reports		•
Not VATable reports (T9)		•
VAT Reverse Charge Report		•
Tax Analysis Reports (by payments received, purchases etc)		•
Manage Your Customers		
Sales Ledgers Departments Analysis		•
Aged Debtors Reports:	Basic	Complete
Aged Debtors Analysis (Contacts)	•	•
Aged Debtors Analysis (Contacts) by Balance (Descending)		•
Aged Debtors Analysis (Details)	•	•
Aged Debtors Analysis (Details) by Balance (Descending)		•
Aged Debtors Analysis (Summary)	•	•
Aged Debtors Analysis (Summary) by Balance (Descending)		•
Departments Aged Debtors Reports		•
Credit Control:	Basic	Complete

Sage Instant Accounts v16

Comparison of Instant Accounts and Instant Accounts Plus in relation to reporting

Helping your to	Instant Accounts	Instant Accounts Plus
Accounts Due for Credit Review		•
Customers Credit Limit & Balance	•	•
Customers On Hold Report	•	•
Sales Ledger Turnover Period and year to Date	•	•
Time taken to Pay Sales Invoices	•	•
e-Mail Statement - All items		•
Manage Your Suppliers		
Purchase Ledger Department Analysis		•
Suppliers Statements		•
Aged Debtors Reports:	Basic	Complete
Aged Creditors Analysis (Contacts)	•	•
Aged Creditors Analysis (Contacts) by Balance (Descending)		•
Aged Creditors Analysis (Details)	•	•
Aged Creditors Analysis (Details) by Balance (Descending)		•
Aged Creditors Analysis (Summary)	•	•
Aged Creditors Analysis (Summary) by Balance (Descending)		•
Manage your Stock		
Product Record	•	•
Record Stock Take		•
Record Adjustment in and out		•
Product Analysis Reports		•
Product Profit reports (based on sales price or cost price)		•
Stock Taken Reports (locations, categories or stock code)		•

Compupac Business Solutions

Dublin Office: 10 Richmond Row, Portobello, Dublin 8.

Sligo Office: St. Vincent's Business Centre, Finisklin Road, Sligo.

Phone: 1800 303 363 | Email: sales@compupacbiz.ie | Web: www.compupacbiz.ie

