



## Xero Accounting for Small Business + One-on-one Clinic

Are you running a small business and accounting represents a mystery for you? Accounting is important but also too time consuming, as you would rather concentrate on your business? Are you looking for an easy solution for the monthly bookkeeping and yearly accounting of your company? Then, this workshop is made for you!

Managing your accounts should be easy. This workshop offers an overview and introduction on how you can take advantage of current technology to simplify the whole process using Xero, online accounting software ([www.xero.com](http://www.xero.com)).

This complimentary event will cover:

- Getting started in the Cloud
- How to get paid faster and improve visibility to manage your cashflow on the go
- Quick and painfree bank reconciliations
- Xero product demonstrations and walk-throughs
- How you can work more collaboratively with us to benefit your business
- Accountant tips for managing your company financial statements to fulfill the statutory requirements.

\*Special discount code will be provided for subscribing Xero for this special occasion

\*Pre-booking with the one-on-one clinic for private complimentary consultation

Workshop details are as follows:

Date: Sept 27<sup>th</sup>, 2017, 6:30pm – 7:30pm

Venue: the Hive Studios

8/F, Cheung Hing Industrial Building

12P Smithfield Road

Kennedy Town, Hong Kong



Clinic details are as follows:

Date: Sept 27<sup>th</sup>, 2017, 2pm – 6pm

Venue: the Hive Studios

8/F, Cheung Hing Industrial Building

12P Smithfield Road

Kennedy Town, Hong Kong



FastLane Group is a multidisciplinary professional firm offering a comprehensive suite of services from accounting, audit and assurance, taxation, company formation and corporate services, human resources and payroll outsourcing and CFO advisory services. We specialise in Xero online accounting to support entrepreneurs and small business.

**FastLane CPA**

**FastLane HR**

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