

# EXPENSE TRACKING

◆ TOOLS FOR SMALL BUSINESSES ◆

Presented by TRI HOANG, ENROLLED AGENT

## ONLINE ACCOUNTING SOFTWARE

### Quickbooks Online

Starting at \$13/month

### FreshBooks

Starting at \$10/month

### Xero.com

Starting at \$9/month

- Track income and expenses
- Manage invoices and bills
- Import data easily from major banks
- Track vendors and subcontractors, issue 1099s
- Attach backup documents and files to transactions
- Multiple logins, access from multiple computers
- Track inventory (for higher subscriptions)
- Reports: balance sheet, profit and loss, general ledger
- Free trials, deals on first month(s)

## EXPENSE REPORTS

### Expensify

Starting at \$5/month

- Track receipts
- Import data
- Approve expenses
- Pay via direct deposit
- Sync with software

## EXPENSE INVOICING

### PayMo

Starting at \$5/month

- Bill clients for out-of-pocket expenses
- Invoice and track payments

## PAYROLL

### Gusto Payroll

Starting at \$35/month

- Pay employees and contractors
- Reimbursements
- Benefits

## MOBILE APPS

FOR ANDROIDS  
&  
FOR IPHONES

## RECEIPTS



TAX BOT



SHOE-  
BOXED

## MILEAGE



TAX BOT



SHOE-  
BOXED