



# Bank Manager and Tax Manager

The OneOffice Bank Manager controls all payments or receipts of money for a company and provides facilities for the reconciliation of such transactions against the bank statement. The OneOffice Tax Manager is a centralised management system for the control and preparation of returns for appropriate indirect taxation systems.

## Key Features at a Glance

- Supports any number of bank accounts
- Manages Petty Cash
- Multi-currency BACS transfers
- Prepares indirect tax return (e.g. UK- VAT)
- Comprehensive audit reporting

## Benefits

- Automatic reconciliation of bank statements saves time expended on manual reconciliation
- Saves cost of manual tracking and management of banking and tax
- etc

## BANK MANAGER

Any number of bank accounts may be maintained by the company and automatic reconciliation against the bank statement file is available with systems such as Royline, Banklink, etc. In addition the system caters for petty cash account maintenance and payments by cheque, credit transfer and BACS in multi-currencies. The Bank sub-system integrates with General Ledger, Contract Costing, Sales Ledger, Purchase Ledger and Payroll.

### Data Entry

Automatic postings from other OneOffice modules

Payments by Cheque, Credit Transfer and BACS Transfers between bank accounts including inter-company Reconciliation facilities

Standing Order and Direct Debit processing

Multi-company processing with ability to centralise group bank accounts

Multi-currency - allows payments to be received and made in any currency within each bank account

Automatic reconciliation against bank statement file e.g. Royline, Banklink, etc

Historical data kept as long as required

### Reporting

Full audit reporting serially numbered

Uncompleted Transaction Report

Group Bank Movements Summary

Cheque Register

Bank Reconciliation Report

## On-Screen Enquiries

Group Bank Account

Unreconciled Transactions

Bank Summary Information showing period investment -and last statement detail

Enquiry to allow postings to be viewed by source ledger

## TAX MANAGER

The Strategix Tax system is a centralised management system for the control and preparation of returns for appropriate indirect taxation systems.

In the UK, this is Value Added Tax (VAT).

## General Features

EC Tax Handling

User definable tax accounting periods independent of General Ledger, giving cash flow benefits



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