



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.

Cashflow Manager's Core Philosophy is this. We believe:

1. There is a difference between bookkeeping and accounting, and that 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. (That is why Cashflow Manager does not offer a general ledger package.)
2. Accountants are the best people to advise clients on the bookkeeping or accounting solutions to use because they understand their clients' needs and level of accounting expertise.
3. Accountants who have their clients' best interests at heart will advise them when there is a better solution for their needs.
4. Cashflow Manager is the best solution for accountants to maximise efficiency, effectiveness and profitability from their small business clients.

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

With more than 100,000 Australian businesses having been provided with Cashflow Manager software products by their accountant, becoming a Cashflow Manager Accountants Inner Circle Member is a must for any accountant in public practice and provides many benefits including:

- ❖ 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 practice 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
- ❖ Plus Free Advertising and access to special unique practice building resources focused on building your bottom line!

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 your local Cashflow Manager Consultant or call 1300 88 78 68.

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

A handwritten signature in blue ink that reads 'Wayne Burgan'.

Wayne Burgan
CEO, Cashflow Manager Pty Ltd

Cashflow Manager Accountants' Inner Circle



Membership Eligibility

You are eligible to become a member of the Cashflow Manager Accountants Inner Circle if you are an accounting firm in Australia that complies with the professional bodies' public practice requirements and agree with the Cashflow Manager Core Philosophy.

Here are some of the tools and resources you will receive as a Bronze Inner Circle Member to make it easier to maximize the benefits of Cashflow Manager in your practice.

- ❖ An **Inner Circle Member's CD** containing Not for Resale Office Copies 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 including an Accountant's Manual 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 12 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 & 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 software programs to your clients and others from your website and receive a rebate 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.
- ❖ **Other Tools and Services**. For example, Cashflow Manager frequently conducts teleseminars and other events aimed at helping you maximize the success of your practice. You will be invited to access these services at special member rates.

Cashflow Manager Accountants' Inner Circle



Advance to Silver or Gold Membership for even Greater Benefits!

SILVER MEMBERS

Inner Circle Members who 'purchase' 5 or more Cashflow Manager software products in a financial year are rewarded by advancement to Silver Membership which provides them with extra benefits such as:

- ❖ Ready to go **Quarterly Practice Newsletters** to send to your clients. Simply copy them onto your letterhead and mail them to your clients.
- ❖ Your **Practice Profile** included with your Accountant Search Listing on the Cashflow Manager website along with a listing included in packages that are sold through channels other than accountants (updated annually).
- ❖ **Silver Member 'ONLY' Discounts:** At least a 20% discount on teleseminars and other Cashflow Manager events or services aimed at helping you maximize the success of your practice.

GOLD MEMBERS

Inner Circle Members who 'purchase' 10 or more Cashflow Manager software products in a financial year are rewarded by advancement to Gold Membership so they also receive:

- ❖ **Free CDs of Cashflow Manager Practice Building Teleseminars** that can dramatically increase your bottom line. If nothing else, turn commuting hours into power thinking hours, where you can listen and learn at the same time.
- ❖ **GOLD Member 'ONLY' Discounts:** At least a 40% discount on Cashflow Manager events or services aimed at helping you maximize the success of your practice.
- ❖ **Recognition as a GOLD member** on the Cashflow Manager website and in packages sold through channels other than Accountants (updated annually).
- ❖ **Free personalised training** for you or your staff at your office (where possible), or via the internet.

Cashflow Manager Accountants' Inner Circle



All this, and more, for just \$198 joining fee and \$198 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 \$198 (including GST) and includes 12 months' membership.

The annual membership fee each year is also just \$198 (including GST).

However, the annual membership fee is waived if you have 'purchased' just 3 or more 'Cashflow Manager software programs' during the previous year, or if you have 'purchased' more than 100 programs in total.

Become an Inner Circle Member Today

If you would like more information about the Inner Circle membership please call your local Cashflow Manager Consultant. Otherwise, to become a member please complete and return the Application Form with the necessary documents today.

Contact your local Cashflow Manager Consultant

State or Territory	Phone
ACT	1300 88 78 68
NSW	1300 88 78 68
NT	1800 63 76 45
QLD	1300 88 78 68
SA	1300 88 78 68
TAS	1800 63 76 45
VIC	03 9572 50 00
WA (Perth)	08 9388 18 44
WA (Country)	1800 63 76 45

Membership Fees are current at 1st July 2006 and are subject to change without notice.

'Purchased' means purchases by the firm for resale to clients, or purchases through the affiliate link on your website, or registered by clients using Cashflow Manager Referral Slips.

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

Cashflow Manager Pty Ltd ABN 56 008 131 137, PO Box 525, Melrose Park SA 5039
Phone 1300 88 78 68, Fax 1300 788 755 Email info@cashflow-manager.com



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 the 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 \$198 (including GST).

or

Please charge \$198 (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: _____

Signature: _____ Date: _____

6. Return this application form to Cashflow Manager Pty Ltd

Fax the completed application form with the required documents to 1300 788 755 or mail to:

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

Cashflow Manager Accountants' Inner Circle



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 the joining fee includes membership for 12 months following their date of application.
3. 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.
4. Members who have not had their annual membership fee waived can renew their membership by payment of the Annual Membership Fee (currently \$198 including 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.
5. The Applicant acknowledges that the Inner Circle membership applies to a single office and that multiple offices of the same firm will require their own membership.
6. The Applicant understands and accepts that the license to use the Cashflow Manager Practice Copy Software is granted to them as a benefit of their membership and the software may only be installed on the number of computers at the place of business registered by the member in accordance with their level of membership.
7. The Applicant understands and accepts that the Cashflow Manager Practice Copy Software is a "Not for Retail Sale" product and may not be transferred or assigned or given to any other party. In the event of the 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.
8. 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.
9. The Applicant agrees to use their best endeavours and to take all reasonable steps to safeguard the Cashflow Manager Practice Copy Software to ensure that there is no unauthorised copying or distribution of the software.
10. 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.
11. 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.
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 program.

Reseller Terms and Conditions

1. **General:** These terms 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 re-stocking 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 or your local Cashflow Manager consultant within 30 days of the release of the new version or a restocking fee may apply.
4. **Money Back Guarantee:** Cashflow Manager promotes 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 at Cashflow Manager's cost.
 - (d) Products returned for reasons other than the above will be charged a restocking fee.
6. **Payment:** The Reseller shall make Payment to Cashflow Manager Pty Ltd or Cashflow Manager consultant (the supplier) 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 Cashflow Manager 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 to anyone other than the registered owner and Resellers who on-sell NFR products will be liable to prosecution.