

Ease year end closing

Year-end closing for businesses can generally stir up fears of long nights and a sea of paperwork and files. The beauty of automated accounting software such as Peachtree is that they can help you to stay organized and keep better track of your accounting throughout the year to ease the pains of year-end closing, and assist you with the year-end process using the helpful Peachtree Year-end Closing Guide, and an in-product Year-end Closing Wizard.

Throughout the year, Peachtree enables you to:

- Develop reports to help you keep better track of your financial numbers,
- Keep a daily account of your business by taking advantage of the daily view or dashboard available in Peachtree,
- And run periodic maintenance checks on your accounting using the Internal Accounting Review¹ with Peachtree to catch errors.

While the main areas to close for end of year generally include your Payroll and your General Ledger (GL), these two areas can involve many little details to ensure it's done right so that you can start off the New Year with great success. To help you be successful, Peachtree offers:

- A Year-end Checklist within the product to help you to ensure that each step of the year-end process is completed.
- A detailed list of reports that you might need to for completing your taxes or storing them away for reference at a later date, and
- A helpful Peachtree Year-end Wizard to guide you through every step of the process.

In addition to the wizard and helpful checklist, Sage Software offers a wealth of easy-to-use information in its online Year-end Closing center, <http://www.peachtree.com/yearend/>

Now that you've successfully closed the year, be sure to update your payroll tax tables manually or use the Peachtree Payroll Tax Update Service², so that you can ease right into the New Year!

¹ Sage Software is not liable or responsible for any fines or penalties that may result from errors in your company accounting records. The Internal Accounting Review is not intended to uncover all questionable transactions.

² Additional fees apply. Year end payroll tax forms (such as W2s and 1099s) are updated at the end of the calendar year. Subscription includes the latest federal law changes plus coverage of two states of your choice. Registration required. Available to registered users of currently supported versions of Peachtree Software. E-mail address required.

Read Peachtree does heavy lifting with payroll.