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## May Newsletter 2017



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### Techno Tips



#### EMPLOYEE DEBT

#### Set up a Debt A/C for employees who owe money

Allows entry of an account type payment, such as a Court Fine or Loan that the employee is paying off at a fixed amount each pay  
A set deduction is automatically added to every payslip for the employee until the balance is zero

#### PAYBIZ Debt Account Summary

PayBiz Demo		
Date	Paid	Balance
17/09/2015	50.00	550.00
29/10/2015	50.00	500.00
3/12/2015	50.00	450.00
	150.00	450.00

More info, go to:

[Online Help](#) > [Payroll](#) > [Employees](#)

**PAYBIZ** NZ & Aus compliant  
Not just Payroll, but also ...

Debtors, Creditors, Invoicing, Email, Cashbook, Banking, Reporting, **Plus**

- Health & Safety
- General Ledger
- eBiz-mobile data entry.

Complete your package:  
One program - One Place  
Inquire now : +64 3 445 1345  
info@shebiz.nz

### OFFICE STUFF

#### THE MONTH AHEAD

#### NZ Shear Assoc. Conference—May 16-18

The annual conference is being held in Queenstown this year. We will be attending and available throughout the conference to discuss and solve your Payroll, Accounting and Health & Safety queries.

We are also participating in a workshop/seminar taking place on Tuesday 16th from 1pm at the Crowne Plaza. This is open to members and non-members and will discuss the employment and payroll changes. We look forward to seeing you there.

*Get first hand advice on handling payroll and staff employment requirements*

#### SCAA 2017 AGM—May 25-26



Lisa will be attending the Australian Shearing Contractors AGM / Conference being held in Adelaide on May 25-26. She will be highlighting the many unique features Paybiz has to offer with a focus on Health & Safety.

#### PAYBIZ USER GROUP CONFERENCE

We are planning to have a user group get-together in October this year discussing the software, training, your wishlist, and so on. There will be some fun stuff too.

Let me know your interest.

**03 445 1345 or leonie@shebiz.nz**

### REMINDERS

#### IR Filing

[Payroll](#) > [IRD File & EDF / IR345](#)  
Due now for April

#### Month End

[Tools](#) > [Month End](#) > [Period End](#).  
This will roll over the month but will not close the month, work can still be entered. Do this at the end of every month.

#### BACKUP ... BACKUP ... BACKUP

[File](#) > [Backup Database](#).  
Make this a habit and protect your data

#### After Hours—Support Service

Call: 020 445 1345 nz  
0064 20 445 1345 aus

### JUST FOR FUN



Q: What happens once in a minute and twice in a moment but never in a decade?  
A: The letter "m."

Q: What do you call a woman that sets her bills on fire?  
A: Bernadette

Q: How do you make holy water?  
A: Boil the hell out of it

