

1. All clients view in Compliance

2. Data reconciliation

3. Apply filter(s)

4. Drill into client record

5. Check each year and tax type

6. Identify transaction(s) to be processed

7. Action as required (Add or Reconcile)

8. Check if any other years and tax types have unreconciled transaction(s)

9. Go back to All Clients view and select next client...

All clients 1

Search for clients

Recent

- 1E 1011 East Tamaki 100 ...
- ND Neil Diamond
- BR 880 Russia Drive Smol...
- BB Black & Blue Partnership
- AS Ann Scalops

Compliance list Tax notices 2 Data reconciliation

Compliance list

Search Partner Staff member Family group

258	17	211	5	6	4	6
All unfilled	Not started	In progress	In review	Ready for client	Pending signature	Res

Client name	Period	Balance month
1011 East Tamaki 100 Heights Street East Tamaki Height	2021	March

Compliance list Tax notices Data reconciliation

Search 3 Partner Staff member Family group Unreconciled alert Entity type

Client Name PO Murphy All All All All

Client name	Entity type	Available periods	Last refreshed
1011 East Tamaki 100 Heights Street East Tamaki HL...	Company	2020 - 2021	-
4 1011 One East Tamaki Heights Street East Tamaki He...	Company	2020 - 2022	-
684 Four Manukau Street Manukau Limited	Company	2020 - 2021	-
736 Bucklands Beach Street Bucklands Beach Limit...	Company	2019 - 2022	08 Mar 2021

Data reconciliation

Tax Type Income tax Period 2022

Unreconciled transactions

Reconcile Add as MYOB Transaction Delete (1) transaction selected

Transaction type	Date
Assessment	19/04/2021

Data reconciliation

Tax Type Income tax Period 2022