

# Sage For Accountants Pricing FY25

## Accounting (Bureau) Pricing

Bureau Pricing is an exclusive benefit available to professionally recognised accounting practices.

Certified SBCA Advisors receive the following free benefits:

- 1 Base Company
- 2 Normal Users
- Unlimited Accountant Edition Users
- 1 Time Tracker Module
- 1 Multi-Currency Module

All other additions will be charged at the prices stated below.

### Things to take into consideration:

Bureau Pricing is an exclusive benefit available to professionally recognised accounting practices.

It is your sole responsibility to ensure that you have selected the correct setting for each Company Type.

Monthly, the amount will be calculated, and the debit order raised between the 24<sup>th</sup> and 30<sup>th</sup> of each month.

Please ensure that you have enough funds in your bank to avoid rejected debit orders.

If a debit order is rejected, the amount due will be added to the following months deduction.

An EFT will not be required, unless the amount due is rejected a second time. Sage will notify you of the requirement to transfer funds.

**Bureau Offer:**

1 Base Company, 2 Normal Users  
 , Unlimited Accountant Edition Users  
 , 1 Time Tracker Module, 1 Multi-Currency Module

**FY25 Bureau Pricing**

**Type 1:** Customers, suppliers, items, ledger processing, banking – full document processing.

R375.00

**Type 2 & 3:** Ledger processing, customer and supplier journals, banking, no customer or supplier documents or items. If full functionality is utilised Type 1 pricing will apply.

R65.00

**Type 4:** Companies with no transactions within the month will not be billed. If transactions are processed in banking or journals, Type 2 & 3 pricing will apply. If documents such as Invoices are processed, Type 1 pricing will apply.

T's&amp;C's apply

**Modules**

Multi-Currency (per additional licence)

R155.00

Time Tracker (per additional licence)

R155.00

Perpetual Inventory

R385.00

Debtors Manager

R270.00

**Additional Users & Storage**

Per additional user (excludes Accountants Edition users)

R70.00

Per additional 1GB Storage

R17.00

**Important to Remember:****Data Conversions:**

If you created a company, but then request our team to convert data and upload in that company, all settings are overridden. This means that you will need to go back to Company Settings once the data is converted and change back to the correct Type to ensure that you are billed the correct amount.

**Company Types:**

When you first sign up for Bureau Pricing, all companies created prior to signing up will be on a Type 1. Go to Company Settings per company and change to the correct Type.

**Additional Users:**

Accountant Edition users are not billed for, as this is a benefit for accounting practices to grant all clerks and partners with access to the Accountants Edition and the companies they need to service.

**Allocated Licences:**

You can view a report (Excel export) which will reflect the Type selected per company. Go to 'My Account' and select 'Manage Subscription and Payments' and select 'View Allocated Licenses'.

## My Account

**Subscription Summary**  
View details of your current package and registration information.

**Billing Information**  
Manage billing contact details.

**Login and Contact Details**  
Manage your login username, password and contact details.


**Manage Subscription and Payments**  
Manage your subscription. View your next and last payment details.

**Payment History**  
View and download your subscription invoices.

**Application Preferences**  
Manage display settings.

**Marketing Preferences**  
Manage marketing communication.

**Invite Accountant or Users**  
Invite your accountant as well as other users to access your company data.

 **Accounting - Accountant Edition**

Company Licenses:	50
User Licenses:	15
Time Tracking Licenses:	10 (7 Licenses available)
Multi-Currency Licenses:	10 (5 Licenses available)
Advanced Inventory Licenses:	6 (5 Licenses available)
Debtors Manager Licenses:	6 (4 Licenses available)
Document Storage:	7.08 MB used of 1.00 GB

[View Allocated Licenses](#) [Upgrade](#)

You can change the Client Type under your ‘Change Company Settings’ | ‘Client Type’:

## Company Settings

- Company Details
- General Settings
- VAT Settings
- Documents and Statements
- Branding
- User Defined Fields
- Email Signatures
- Multi-Currency
- Client Type**

**Client Type**

Choose the processing options for this client:

☒ Option 1: Customers, Suppliers, Items and Ledger processing (all Accounting features)

☐ Option 2: Ledger processing plus Customer and Supplier Journals

☐ Option 3: Ledger processing only (Banking and Journals)

☐ Option 4: Task management only (no processing)

Save

Save and Close

Cancel

Bureau Pricing is a service provided to you on a trust basis, and audits on the functionality used will be conducted from time to time.

It is the sole responsibility of the subscriber to ensure that the correct Type is selected on the companies at all times. Refunds due to incorrect ‘Type’ settings will not be considered.

# Payroll Pricing

We have tailored a program for Bookkeepers, Accountants and Payroll Practitioners who are providing payroll services to their clients or wish to recommend our cloud payroll software to their clients.

## **The benefits include**

- 2 Free payslips.
- 50% Discount on retail price per payslip.
- Eligibility for 20% rebate on referred purchases.

## **Things to take into consideration:**

Advisor Pricing is an exclusive benefit available to all accounting practices, provided the owner/member is registered with a recognised professional body.

Sage Business Cloud Payroll Pricing:	FY25 Advisor Price Per Employee
<b>Monthly:</b> Salaried employees who get paid on a monthly basis	R19.24
<b>Biweekly:</b> Employees who get paid every second week	R9.62
<b>Weekly:</b> Wage employees who get paid on a weekly basis	R4.81

## **Not yet a Payroll Advisor? Sign up [here](#)**

- Optional certification can be completed to ensure you get the most of Sage Business Cloud Payroll.
- Certification is free

## **Access free learning:**

**Step 1:** [Click here](#) to create a Sage university profile

**Step 2:** Here's some self-study material (Non-compulsory)

Click [here](#) to access detailed training on Sage University.

Click [here](#) to access the Support and Training videos

Click [here](#) to access the Sage Payroll Knowledge Base.

**Step 3:** Complete the online assessment by following the steps on the [Advisor Assessment Guide](#)