**GrowthZone Chamber** Master

# Strategies for Efficient Accounts Receivable Tracking

Best practices for entering billing data from your ChamberMaster or GrowthZone database into your accounting software.

As a trusted partner in your organization's success, we strive to ensure you have the data you need, when and where you need it, to ensure a positive experience using your new ChamberMaster or GrowthZone software.

The key to accurate financial data is updating your ChamberMaster or GrowthZone billing module with all of your invoices, payment details, and balance details – then simply enter the summary journal entries from ChamberMaster or GrowthZone to your accounting software (e.g. QuickBooks, Sage, Peachtree, etc.).



## RECOMMENDATIONS

We recommend entering billing, payment, and balance details into ChamberMaster or GrowthZone. Don't additionally enter all of the same details into your accounting software – enter only the summary journal entries. Here's why:



#### **MINIMIZE ERRORS**

Entering and maintaining duplicate data in two systems almost always results in differing data within the two systems, which then results in synchronization differences, and leads to wasted time chasing down the differences.

#### **CLEANER GENERAL LEDGER**

Updating your accounting software with summary journal entries from ChamberMaster or GrowthZone limits the number of entries in your general ledger and keeps it cleaner.

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#### **SAVE TIME**

No need to enter and maintain the same information in two places.

#### SIMPLIFIED REPORTING

for data entry and reporting.

No need for staff to learn two systems



### EASIER RECONCILIATION

Enter your data in only one place instead of manually correcting data that does not match up perfectly in two systems.