

# Charity Reports



## Charity Reports for MYOB Accounting Software

### WHO IS IT DESIGNED FOR ?

**CHARITY REPORTS** is designed for all smaller size Charities in New Zealand, which are required by the Charities Commission to file annual reports under either Tier 3 or Tier 4 levels.

### WHAT ARE ITS FEATURES ?

#### Reports

##### Tier 3

- Statement of Service Performance
- Statement of Financial Performance
- Statement of Financial Position
- Statement of Cash Flows

##### Tier 4

- Statement of Service Performance
- Statement of Receipts and Payments
- Statement of Resources and Commitments

#### Maintenance

- Create a MYOB Map File
- Create a Map Code File
- Create a Report Template File
- View the Tier Level Chart

### HOW IT WORKS

The reports required by the Charities Commission are summarised with relatively few headings. The software uses a system where each account in the MYOB file is mapped to the relevant line in the report.

The software uses data from the following sources:

#### MYOB Business file

The file type includes AccountRight file and Essential files.

#### A Report file

This file is the Excel file where the reports will be written to. It can be either stand alone or an existing template file.

#### An MYOB Map file

This file is created by the software and lists all accounts in the MYOB data file.

#### A Map Code file

This file is created by the software and lists all relevant codes for each report.

The software will provide a starting point which you can then refine and improve.

## HELP

The software includes help notes and explanations for each function within the software.

The Template file created by the software provides the required Excel sheets and examples of text.

## CHARITIES SERVICES

There is a considerable amount of information available at <https://www.charities.govt.nz/>

## PRICING

Standard price for Charity Reports: NZ\$350 plus GST  
There is also a monthly option, at \$100 (plus GST) per month.  
(You can select how many months you wish to pay for)

Further details are available on [www.computingsolutions.co.nz](http://www.computingsolutions.co.nz)

This product works with all MYOB AccountRight software applications.  
It will also work with New Essentials online files.

MYOB refers you to the solution provider for all support enquiries.

## COMPUTING SOLUTIONS LTD

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## WHERE DO I GET A COPY ?

You can download a free trial version from [www.computingsolutions.co.nz](http://www.computingsolutions.co.nz)

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## INSTALLING A COPY

- 1) download the software from the website below and install it on the desired PC
- 2) use Setup / Registration and 'Print the form'. Complete the details and email it or fax it to us. Once arrangements are made for payment, we will return a key number for registration. Please include your contact details, including email address on the form.
- 3) once the key number is received, use Setup / Registration, read the licence and register. Then use Setup / MYOB Connection and connect to your c
- 4) all features of Charity Reports will now be available.

**MYOB**

Professional Developer