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Why make it complicated?

12+1 Week Complimentry
Vehicle Log Book

Revision 1.5

Download your free vehicle log book at
basicinvoice.com.au/freebies

*Produced with reference to information provided at **ato.gov.au***
Search "ATO logbook" for current legal requirements

Details

A) Odometer Reading at start of Financial Year (1 July): _____

B) Odemeter Reading at end of Financial Year (30 June): _____

C) Logbook Start Date (12 Weeks): ___ / ___ / _____

D) Odometer Reading start date: _____

E) Logbook end Date (12 Weeks): ___ / ___ / _____

F) Odometer Reading end date: _____

G) Total KM's used for business: _____

H) Total KM's used for personal: _____

I)   Total Business and personal (G + H): _____

J) Total Percentage used for business (G ÷ I x 100): _____

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		OD Start	OD End	Total Business KMs	Total Personal KMs	Notes
Week 1	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 2	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 3	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
	Totals for this page					

Business Basic #1: Impressing Clients

A professionally presented quote can be the difference between wasting your time and landing the job.

Features include...

- **Easy creation of invoices and quotes**
- Simple interface with built-in help
- **BAS and profit/loss reports with debtor tracking**
- One-click invoice creation from quotes
- **Automatic emailing of invoices and quotes**
- Stock control with full serial number support
- **Full barcode support, including barcode generation**
- Automated price tag printing, including bar codes
- **Client database CSV exportation**
- Bank statement CSV importation
- **Thermal, inkjet, and laser printer support**
- Invoice customisation with own logo support
- **Line-by-line quick purchase editing**
- Quick supplier management
- **Net-connected: works on PC, Mac, and iPad**
- Easy setup - get going in minutes!

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With its simple to use and intuitive interface, **BasicInvoice.com.au** has been designed from the ground up with your average everyday Australian micro and family business in mind:

- Tradies
- Micro and Market Retailers
- Cafes and Restaurants
- Contractors and Sub Contractors
- You!

Basic Invoice is for people, not just accountants and book keepers.

Create an invoice from anywhere
As a web-based application, Basic Invoice can be run from practically any web-enabled device anywhere in the world. Mac, Windows, Android, iPad, iPhone, Linux? We don't mind – just login via your web browser.

Customisable
While we do give you a standard, professional invoice design to get started, we understand your brand is important. With Basic Invoice you can easily add your own logo to our clean and simple invoice and quote templates for a professional look. Trading hours, GST calculation, discounts… it's all optional, and more importantly customisable. After all, it's your business, and every business is different.

Automated and Basic
Basic Invoice feels just like writing out a quote or invoice by hand, and thanks to our Australian-designed and hosted software, it does all the calculations and record keeping for you. You can avoid loads of double handling and get back to work, and we even backup your database for you every day.

Business Basic #3: You're Not Alone
Micro and single employee businesses make up over 80 per cent of all Australian businesses.

		OD Start	OD End	Total Business KMs	Total Personal KMs	Notes
Week 4	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 5	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 6	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
	Totals for this page					

Additional notes

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AUSTRALIAN MADE AND OWNED

		OD Start	OD End	Total Business KMs	Total Personal KMs	Notes
Week 7	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 8	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 9	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Totals for this page						

Business Basic #2: Good Software = Good Business

Quality invoicing software can save any size business hours of work. Features like debt tracking, customer management, one-click quote-to-invoice conversion, and automated invoice emails leave you time to work or relax.

		OD Start	OD End	Total Business KMs	Total Personal KMs	Notes
Week 10	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 11	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Week 12	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
+1 (for use if started mid-week)	Sun					
	Mon					
	Tue					
	Wed					
	Thur					
	Fri					
	Sat					
Totals for this page						
Totals for all pages						