



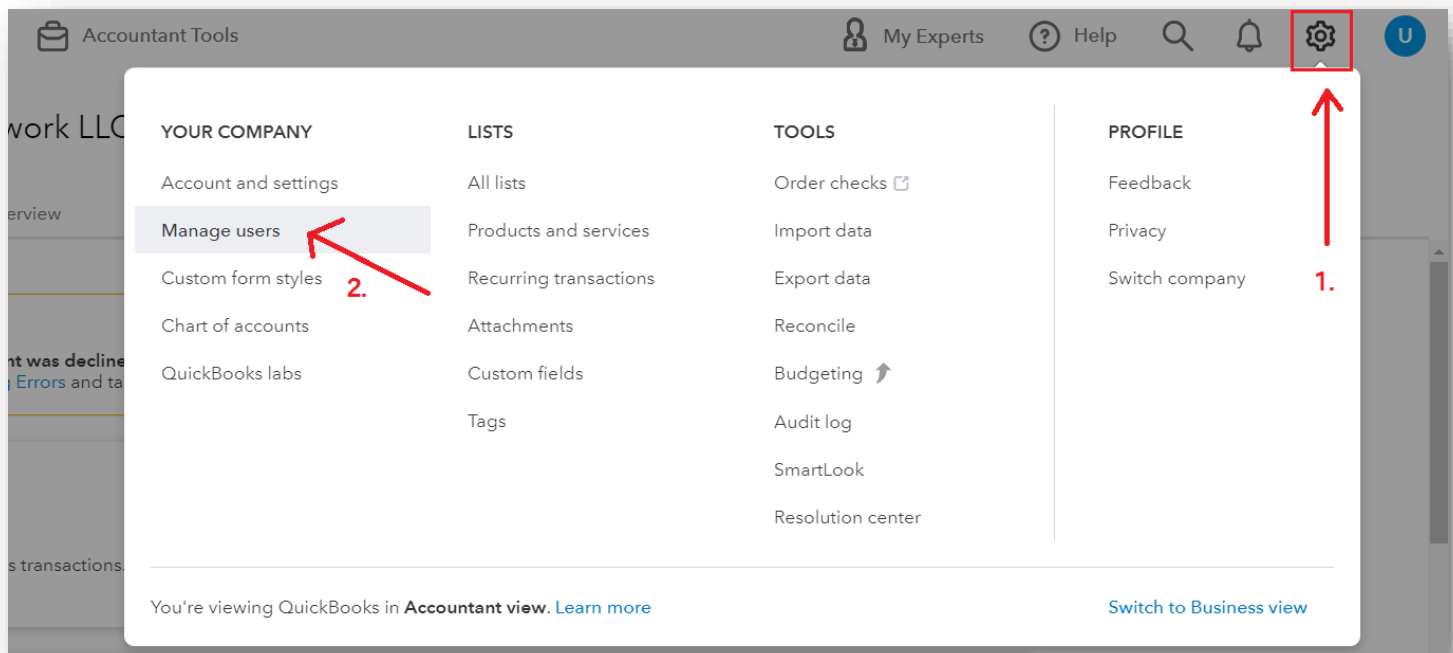
## How to Add 'Accounting for Rentals and Flips' as an Accountant to your Quickbooks Accounting Software

Step 1: On the top right of the screen, click on "Settings"

Step 2: Under Your Company click on "Manage Users"

Step 3: In the top right corner of the screen, click on "Add User"

Step 4: Fill with the fields as shown in 3<sup>rd</sup> screenshot below.



Accountant Tools My Experts Help Give Feedback

Need more users? [Upgrade your account](#) Add user

EMAIL	USER TYPE	STATUS	DATE ADDED	BILLABLE <span>3</span>	ACTION
da@hispanicbusiness.tv	Primary admin	Active	03/29/2013	Yes	<a href="#">View user activity</a>
info@woowhonetork.c...	Admin	Active	06/10/2020	Yes	<a href="#">Edit</a> <span>▼</span>
workstation4.digitalents...	Standard user	Active	06/09/2021	Yes	<a href="#">Edit</a> <span>▼</span>

### Add a new accounting firm

What's your accountant's contact info?

Your accountant and members of their firm will have admin access to your company data.

We'll invite them to create a QuickBooks account and password for access to your company. This invite expires after 30 days.

First name

Last name 4.

Email  
  
*This will be their user id.*