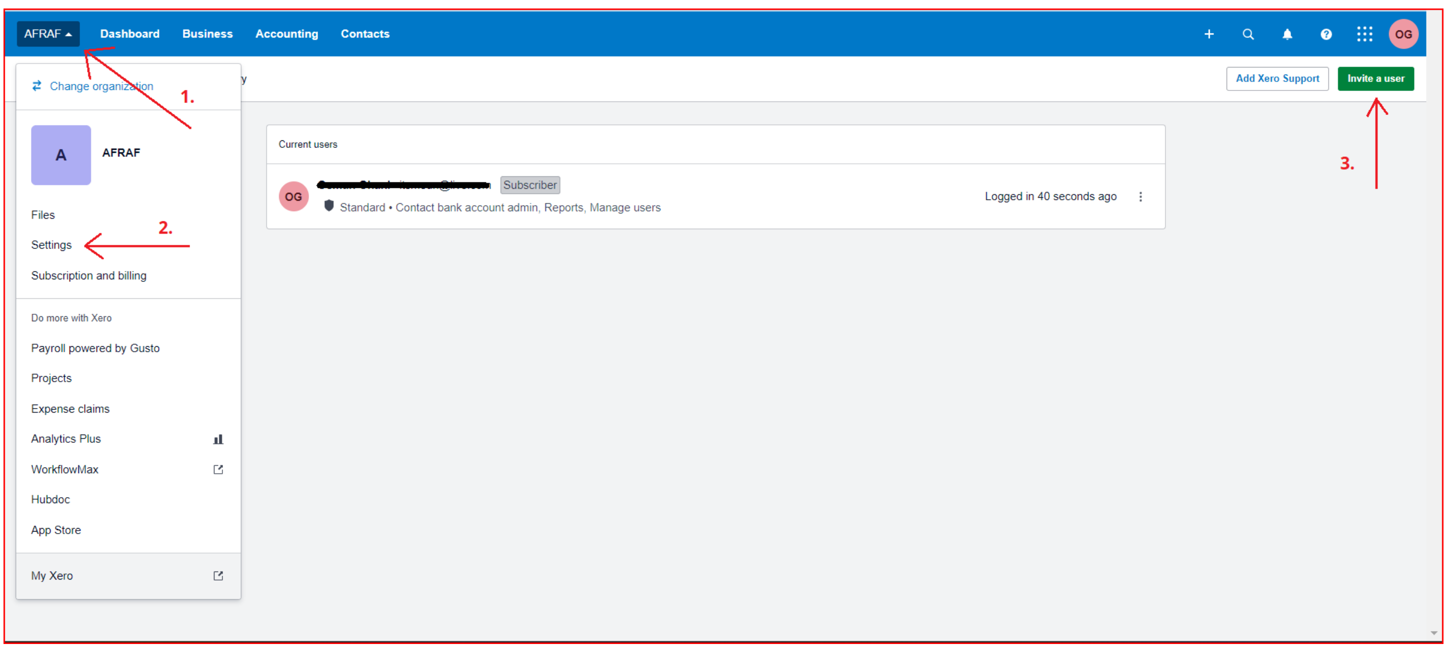
How to Add 'Accounting for Rentals and Flips' as an

Accountant to your Xero Accounting Software

Step 1: On the top left of the screen, click on the Drop Down Menu

Step 2: From the Drop Down Menu, click on "Settings"

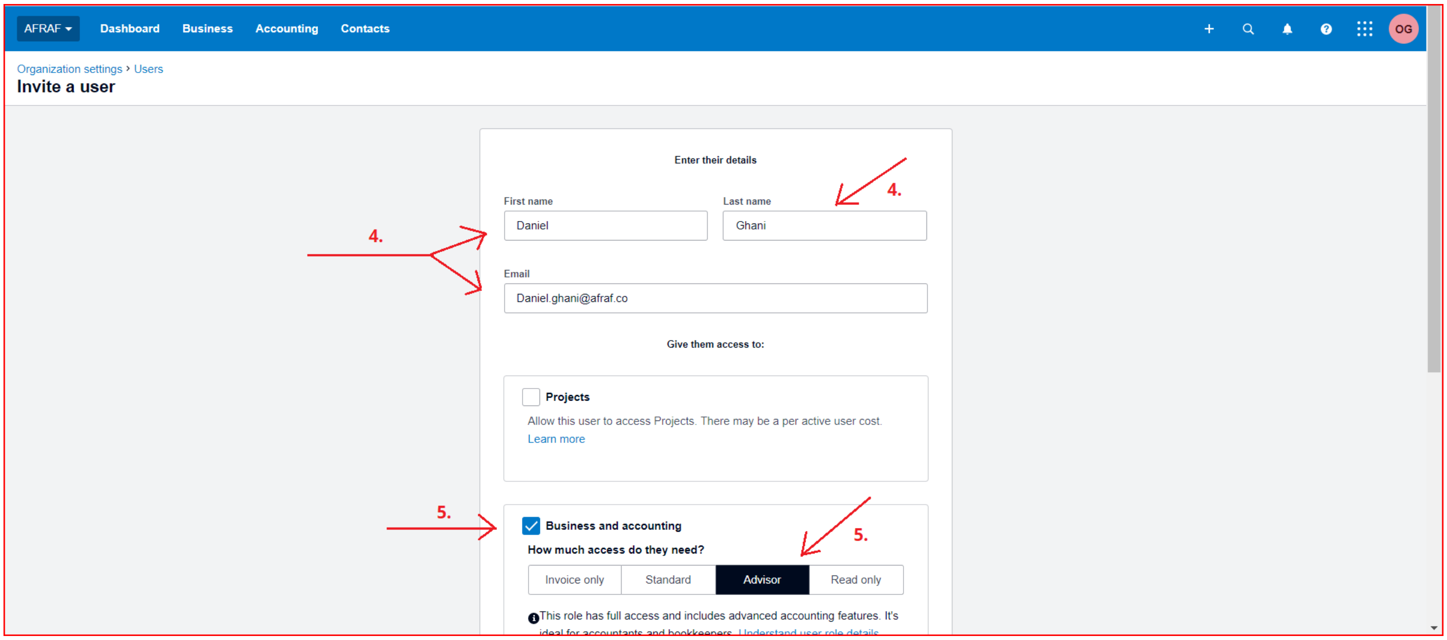
Step 3: From this Settings screen, in the top right corner click on the green button "Invite a User"



Step 4: Fill with the fields with the name and email of our senior Accountant Daniel Ghani, as shown in the screenshot below.

Step 5: Check the box "Business and Accounting".

Select the box "Advisor".



Step 4: Check the box “Bank Account Admin”.

Step 4: Click the green button “Send Invite”.

You’re finished! We will notify you when Access has been granted and all accounts have been set up!