

# QUICKBOOKS | BILLING INTEGRATION



**Export Options –Client/Matter Information**  
Exporting client/matter information from Quickbooks is a manual process.

**Frequency**  
The sync can be scheduled to run on the hour or every half-hour.



**Export Options –Transactional/Cost Information**  
Papercut will automatically export a CSV file to a Windows folder on a scheduled basis.  
The importing of data (cost recovery) into Quickbooks is always manual.  
The transaction import uses the Transaction Pro application, provided by ACDI.

**Frequency**  
Daily, weekly, or monthly.  
If the customer has migrated the PaperCut database to a Microsoft SQL server, or if they are using at least PaperCut version 19.1, we can update the CSV file on an hourly basis.

## Required Modules

- Both the export of matters to PaperCut and the import of charges from PaperCut use the a third party application, Transaction Pro, which is provided by ACDI

## Data Export From Quickbooks (To Papercut)

- Client/ matter information can be manually exported from Quickbooks using Transaction Pro.

## Data Import To Quickbooks (From Papercut)

- Papercut will automatically export a CSV file to a Windows folder on a scheduled basis.
- The importing of data (cost recovery) into Quickbooks is always manual.
- The transaction import uses Transaction Pro to import charges as either Item Receipts or Invoices.

## Vendor Support

- The customer does not need to schedule time with Quickbooks vendor support. ACDI is very familiar with working with Quickbooks.

## Scheduling

- The Quickbooks integration can typically take place on the same day as the PaperCut installation.

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