



## IAMHOSTED Setup MYOB Software hosting

Thanks for your interest in our product suite! To ensure we get you up and running as quickly and effectively as possible, please take a few minutes to fill out the following information. If you have any queries whatsoever, please don't hesitate to contact us or one of our IAMHOSTED partner's to have your queries addressed.

Contact Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Referred by: \_\_\_\_\_

Which MYOB software packages do you work with?

AccountRight Std ☐ AccountRight Plus ☐ AccountRight Premier ☐ AccountRight Premier Enterprise ☐

If you require access to another version of the MYOB please advise the product and the version below. (I.e. Accounting Plus Version 18.5 )

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If you need to confirm this information, please discuss this with your Bookkeeper, Certified Consultant or Accountant.

How many users need to access your company file at the same time? (Note that there are restrictions on the number of concurrent users that the MYOB products will allow).

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6+ ☐

(Plus the Complimentary User)

Are you interested in any of our other hosted packages?

Microsoft Office ☐ Microsoft Exchange ☐

**When these forms have been completed please return them via fax to (07) 5528 2379.**



**Notes/ Details**

## How do you work with your MYOB products?

OK let's think about how you work with your current MYOB product set. This will help us determine what other tools and utilities that we need to install in your environment to keep your business running as it does now!

Do you send emails out of MYOB? ☐

Please supply the email address that these are sent from.

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Do you export data to Excel? ☐

(If so, please supply details on the right, Extra charges are applicable to access Excel on the platform)

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Do you need to move or distribute your company files (to an accountant or bookkeeper) ☐  
(Supply details on the right)

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Do you have any other Add-On solutions that need to be installed with your products? ☐

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## Technical Setup

This should be completed for all users including your bookkeeper, accountant or Certified Consultant.

	User 1	User 2	User 3	Complimentary User
Preferred username:	<hr/>			
User Description:	<hr/>			

Is this the complimentary user for a Certified Consultant, Accountant or Bookkeeper? ☐

### Notes/ Details

What Printers will you need to print to? Please supply the make, model and manufacturer for all users above.

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Do you have any security requirements that you need setup in relation to your files (i.e. Restricted or Read-only access etc)



## MYOB Serial Number details

As part of the MAHP program IAMHOSTED must provide your Serial Number to MYOB. Your Serial Number is 12 digits and is in the format XXXX XXXX XXXX. You can find your Serial Number in a number of places including:

1. A current invoice or quote from MYOB;
2. Your original product packaging;
3. Within your MYOB program by opening your company file, going to the "Setup" menu, selecting "Company Information" and then selecting the "License" button. You will find the serial number towards the bottom of this screen.

Serial Number

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As you would be aware, for IAMHOSTED to host your MYOB file, you will be required to obtain a Supplementary license ("MYOB Hosting License") from MYOB. IAMHOSTED will organize and will pay for this fee out (for the first 12 months) out of your initial setup fee. Please provide the authority below for us to do this.

I authorize IAMHOSTED to obtain the MYOB Hosted License on our behalf: ☐

## Billing Information

Please supply the following details, to ensure that your invoices are generated correctly.

Company Name:

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Accounts contact person:

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Accounts contact person email address:

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Billing Address: (Including Suburb, State and Postcode)

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