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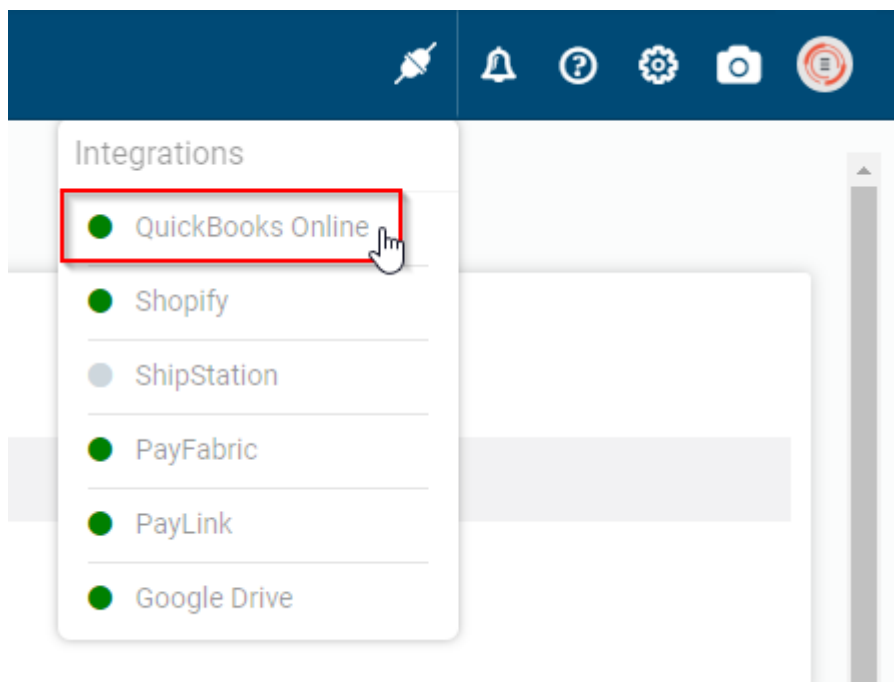
## QuickBooks Online Integration

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### QuickBooks Online

After initial setup and integration, SalesPad Cloud and QuickBooks Online transfer data back and forth every ten minutes. Below, you will find detailed information pertaining to that integration.

To view either integration history or pending exports to your QuickBooks Online account, click the corresponding tab on the QuickBooks Online integration page, which you can access by selecting QuickBooks Online from the Integrations dropdown in the upper right-hand corner.



For a quick visual representation of what happens when you integrate QuickBooks Online with SalesPad Cloud, check out this diagram:



#### Data Pulled from QuickBooks Online into SalesPad Cloud

When you connect SalesPad Cloud to QuickBooks Online, data is imported into SalesPad Cloud in the following order:

- Company Settings
- Classes
- Chart of Accounts
- Locations
- Tax
- Payment Terms
- Item Masters
  - Items marked as inactive in QuickBooks Online will integrate to SalesPad Cloud if they've ever been sold on a transaction in QuickBooks Online.
  - If you have inventory and quantity tracking turned on in QuickBooks Online, that information will transfer to SalesPad Cloud upon initial integration. The integration runs the inventory valuation summary report from QuickBooksOnline to determine the average cost for each item, which is calculated by dividing the asset value by the quantity. SalesPad Cloud creates the items with this cost and uses the valuation method assigned to that item moving forward. The items are automatically adjusted into SalesPad Cloud's inventory via an adjustment in transaction that is posted to QuickBooks Online.
  - If you aren't tracking inventory in QuickBooks Online but have items set up, they will import into SalesPad Cloud with the same Item Type they had in QuickBooks Online. If you want to track quantities for any of those items, though, they will need to be changed to the Inventory Item Type in SalesPad Cloud.
- Customers
- Vendors
- Sales Documents
  - Estimates import as Read Only.
  - Invoices, Sales Receipts, Refunds, and Returns import as Read Only and Historical. They will be marked as paid or unpaid.

## **Transactions and Data that Sync to QuickBooks Online**

The following is a quick overview of transactions and data that sync to QuickBooks Online. Check out the QuickBooks Online integration map for more specific details on how your data is integrated across these two powerful platforms.

### **Sales Invoice/Sales Receipt/Sales Return/Sales Refund Receipt**

These transactions will be sent over to QuickBooks Online only when posted. The user will see a copy of the SalesPad Cloud document in QuickBooks Online, but all line items, even if they are inventory-tracked items in SalesPad Cloud, will be marked as non-inventory. The transaction journal entry for these transactions will typically be debiting Cash or Accts Receivables and crediting Sales. There should not be any entries for Inventory or Cost of Goods Sold for these transactions. To handle those entries, SalesPad Cloud sends over a corresponding journal entry for Inventory and COGS, either decreasing or increasing your inventory value based on the type of transaction that has been posted (Sales vs. Return/Refund). When a return is created in Cloud, if money is going back to the customer, a Refund Receipt will be created in QBO when the return is posted in Cloud. If a return is created in Cloud and the money is NOT going back to the customer, a Credit Memo is created in QBO when the return is posted in Cloud. Refunds created in Cloud are created as Refund Receipts in QBO.

### **Payments/Deposits**

Payments in SalesPad Cloud will be synced with QuickBooks Online when attached to a posted sales transaction, at which point they will be reflected on that sales transaction within QuickBooks Online. Deposits, when saved, will sync a journal entry to QuickBooks Online debiting the undeposited funds account and crediting the SalesPad Cloud deposit account (unless the setting has been changed to a different account in SalesPad Cloud). Once the sales transaction that the deposit is associated with has been posted, there will be an additional journal entry for the deposit that debits the deposit account and credits the receivables accounts.

### **Purchasing Transactions**

In SalesPad Cloud, there are two types of purchasing transactions: purchase orders and purchase receipts. SalesPad will only send posted purchase receipts to QuickBooks Online, which will show up as a vendor bill. Purchase orders will never sync to QuickBooks Online. The vendor bill will show the account lines but will not populate the item lines. The account lines will be based on each line item received, using the asset account specified either on the item master or in the company setup. The description of each line will show the item received, the quantity received, the unit cost, and the unit of measure used for that line on the receipt.

### **Inventory Transactions**

SalesPad Cloud allows users to adjust inventory quantities either in or out of the system using inventory adjustments. Once posted, these adjustments will be synced over to QuickBooks Online as journal entries, either debiting or crediting the inventory asset account and then using a SalesPad Cloud inventory variance account to balance the journal entry.

### **Stock Counts**

Once stock count has been executed and posted in SalesPad Cloud, the result is that one or more journal entries will be created for variances between the physical count and the system count. These journal entries will either debit or credit the inventory asset account and using the inventory variance account to balance the journal entry.

### **Assemblies**

Posting assembly transactions will result in two journal entries, one for adjusting out the raw materials and one for adjusting in the assembled product. The journal entries will be created exactly as if the user had manually created the inventory in/out transactions within SalesPad Cloud, either debiting or crediting the inventory asset account and then using a SalesPad Cloud inventory variance account to balance the journal entry.

### **Customers/Items/Vendors**

SalesPad Cloud does not sync every customer, item, or vendor to QuickBooks Online. We only sync this data once the customer, item, or vendor appears on one of the transactions mentioned in this document. For example, a new customer that has been added to SalesPad Cloud will not sync to QuickBooks Online until a sales invoice or receipt has been posted for that customer.

#### Account Class

SalesPad Cloud will attempt to locate any existing Account Classes with matching names but no QuickBooks ID. Account Class data is integrated upon first time usage on inventory transaction lines, journal entries, purchase receipt lines, and sales lines. After initial integration, updates to Account Classes are not exported.

##### SalesPad Cloud

Inactive  
Account\_Class\_Name  
Parent\_Account\_Class\_ID  
Full\_Name

##### QuickBooks Online

Not Active  
Name  
Parent Account Class  
Fully Qualified Name

#### Account

SalesPad Cloud will attempt to locate any existing Account with a matching name but no QuickBooks ID. Account data is updated when used on journal entries, purchase receipt lines, and sales lines. Newly created accounts are also integrated after being created.

##### SalesPad Cloud

Inactive  
Account\_Name  
Is\_Subaccount  
Description  
Full\_Account\_Name  
Parent\_QBO\_ID  
Account\_Type  
Account\_Subtype  
Account\_Num

##### QuickBooks Online

Not Active  
Name  
SubAccount  
Description  
Fully Qualified Name  
Parent Account  
Account Type  
Account Subtype  
Account Number

If there is no setting in QuickBooks Online for Default Cogs Account, Default Asset Account, or Default Income Account, SalesPad Cloud will use the first QuickBooks Online account that fits the following criteria:

#### Default Cogs Account

- Account Type: Cost of Goods Sold
- Account Name: Cost of Goods Sold

#### Default Asset Account

- Account Type: Other Current Asset
- Account Subtype: Inventory

#### Default Income Account

- Account Type: Sales Of Product Income
- Account Name: Sales of Product Income

#### Assembly Transaction

Assembly transactions are integrated when posted.

##### SalesPad Cloud

Post Date  
Document Number

##### Lines

Amount  
Description  
Account  
Warehouse  
Class

##### QuickBooks Online

Transaction Date  
SalesPadCloudAdj

Amount  
Description  
Account  
Location  
Class

Customer or Vendor by ID

Entity Ref

**Contact**

Contact data is transferred upon initial integration.

**SalesPad Cloud**

Title  
First Name  
Middle  
Last Name  
Suffix  
Address.Address 1..5  
Address.City  
Address.State  
Address.Zip  
Address.Country

**QuickBooks Online**

Title  
Given Name  
Middle Name  
Family Name  
Suffix  
Line 1..5  
City  
Country Subdivision Code  
Postal Code  
Country

**Currency**

Currency data is transferred upon initial integration.

**SalesPad Cloud**

Currency Name  
Currency Code

**QuickBooks Online**

Name  
Code

**Customer**

SalesPad Cloud will attempt to locate any existing Customer with the same Customer\_Name as the QuickBooks Display Name, whether or not they have a QuickBooks ID. Customer data is transferred upon initial integration.

**SalesPad Cloud**

Customer Name  
Company Name  
Customer Notes  
Payment Terms  
Parent Customer  
Payment Method  
Bill With Parent

**QuickBooks Online**

Display Name  
Company Name  
Notes  
Terms  
Parent Customer  
Payment Method  
Bill With Parent

**Contact/Shipping Contact**

Title  
First Name  
Middle  
Last Name  
Contact Name  
Suffix  
Address.Address 1..5  
Address.City  
Address.State  
Address.Zip  
Address.Country

Title  
Given Name  
Middle Name  
Family Name  
Contact Person  
Suffix  
Line 1..5  
City  
Country Subdivision Code  
Postal Code  
Country

**Inventory Transaction Line**

Inventory transaction line data is transferred when posted.

**SalesPad Cloud**

Doc Number  
 Extended Cost (*per line*)  
 Line Sequence  
 SalesPad Cloud Transfer (*plus descriptor*)  
 Description and Notes

**QuickBooks Online**

SalesPadCloudAdj  
 Amount  
 ID (*\*2 and the next match up*)  
 Description  
 Private Note

**Item Master**

SalesPad Cloud will attempt to locate a matching Item Master with the same name as the item in QuickBooks. Item Master data is transferred upon initial usage on a sales document.

**SalesPad Cloud**

Inactive  
 Item Number  
 Item Description  
 Uofm  
 Parent QBO ID  
 Asset Account  
 Cogs Account  
 Expense Account  
 Income Account  
 Taxable  
 List Price  
 Purchase Cost  
 Purchase Description  
 Item Type  
 Valuation Method  
 Sku  
 Inventory Levels

**QuickBooks Online**

Not Active  
 Name *or* Parent Name : Item Name  
 Description  
*defaulted in*  
 Parent Ref  
 Asset Account  
 Cogs Account  
 Expense Account  
 Income Account  
 Taxable  
 Unit Price  
 Purchase Cost  
 Purchase Description  
 Item Type  
 FIFO  
 Sku  
*Inventory Valuation Summary Report-driven*

**Note:** SalesPad Cloud treats COGS and Inventory Asset Items from QuickBooks Online as accounts, not as items. For inventory-tracked type items from QuickBooks Online, SalesPad Cloud creates an inventory record for those items upon integration. Any item created in SalesPad Cloud will be exported to QuickBooks Online as a non-inventory item.

**Journal Entry**

Journal entry data is transferred when posted.

**SalesPad Cloud**

Memo  
 Journal Date  
**Lines**  
 Amount  
 Description  
 Account  
 Warehouse  
 Class  
 Customer or Vendor by ID

**QuickBooks Online**

Private Note  
 Txn Date  
 Amount  
 Description  
 Account  
 Location  
 Class  
 Entity Ref

**Location/Warehouse**

Location data is transferred upon initial usage.

**SalesPad Cloud**

Warehouse Name  
Inactive  
Full Warehouse Name  
Parent Warehouse

**QuickBooks Online**

Name  
Not Active  
Fully Qualified Name  
Parent Warehouse

**Payment Deletion**

Any deleted payments in QuickBooks Online are also deleted in SalesPad Cloud.

**Payment**

Payment data is transferred on the payment post date.

**SalesPad Cloud**

Payment\_Date  
Transaction\_Status  
Entity/Type  
Payment Method  
Payment Ref Num  
Unapplied Amount  
"Paid"  
Transaction Amount

**QuickBooks Online**

TxnDate  
TxnStatus  
Customer (if set)  
Payment Method  
Payment Ref Num  
Unapplied Amount  
Transaction Status  
Total Amount

**Lines**

Payment Applications  
Unapplied Amount  
Payment Target

Payment Line Details  
Payment Line Amount  
Payment Line Linked Transaction

**Note:** Customer Aging and Sales Document payables are updated whenever a payment is received.

**Payment Method**

SalesPad Cloud will attempt to locate Payment Method names that exist but don't have a QuickBooks ID.

**SalesPad Cloud**

Inactive  
Credit Card *if set*  
Payment Method

**QuickBooks Online**

Not Active  
Payment Type  
Name

**Payment Term**

SalesPad Cloud matches Payment Terms by name.

**SalesPad Cloud**

Inactive  
Payment Terms  
Discount Amount

**QuickBooks Online**

Not Active  
Name  
Discount Percent

**Date Driven**

Due Before Day Of Month  
Discount Day Of The Month  
Next Month Due Cut Off Day of the Month

Day of Month Due  
Discount Day Of Month  
Due Next Month Days

**Standard**

Due Num

Due Days

Discount Num

Discount Days

**Purchase Receipt**

Purchase Receipt data is transferred after posting.

**SalesPad Cloud**

Purchase Receipt Number  
Post Date  
"Received By SalesPad Cloud"  
Payment Terms Driven Due Date  
Vendor  
Warehouse

**QuickBooks Online**

Doc Number  
Transaction Date  
Private Note  
Due Date  
Vendor  
Department

**Lines**

Taxable  
Extended Cost  
Item Number, Item Description, Qty, Uofm  
Inventory or Expense Account, Dropship if applicable  
Class

Tax Code  
Amount  
Description  
Account Line Detail  
Class

**Note:** Purchase Receipt lines are sent from QuickBooks Online to SalesPad Cloud as accounts with a description, much like journal entries.

**Core Sales Document**

Estimates, sales orders, invoices, sales receipts, returns, and refunds all use core sales document mapping. Data is exported to QuickBooks Online when posted and imported when the document was either not created in SalesPad Cloud, does not have SalesPad Cloud Customer as a name, or has 'Voided' in the Private Note field.

**SalesPad Cloud**

Sales Doc Num  
Post Date  
Customer  
Deposit To Account  
Warehouse  
Account Class  
Payment Terms  
Tracking Number  
Notes  
Memo  
Due Date  
Total  
Open Amount  
Apply Tax After Discount  
Tax  
Tax Code  
Shipping Method

**QuickBooks Online**

Doc Number  
Txn Date  
Customer  
Deposit To Account  
Department  
Class  
Sales Term  
Tracking Number  
Private Note  
Customer Memo  
Due Date  
Total Amount  
Balance  
Apply Tax After Discount  
Total Tax  
Tax Code  
ShipMethod

**Billing/Shipping Contact**

Title  
First Name  
Middle  
Last Name  
Contact Name  
Suffix  
Address.Address 1..5  
Address.City

Title  
Given Name  
Middle Name  
Family Name  
Contact Person  
Suffix  
Line 1..5  
City

Address.State  
Address.Zip  
Address.Country

Country Subdivision Code  
Postal Code  
Country

**Lines**

Shipping Amount  
Unit Cost  
Extended Price  
Item  
Qty  
Item Description  
Taxable  
Sales Document Discount  
Sales Document Subtotal

Shipping Item Value  
:cogs or :inventory asset lines  
Amount  
Item  
Qty  
Description  
Tax Code 'Tax'  
Discount Line Amount (or Percent)  
Subtotal Line Amount

**Export Only**

Payment Account  
Discount  
Shipping Amount

Deposit To Account  
Discount Line  
Shipping Line