

Amazon sellers & CFO360

Introduction

CFO360 work with Amazon sellers to make the process as simple and straightforward for our clients as possible.

How we enter information

We don't use one of the various software packages to enter the information into QBO, and instead use the reports that you generate from your Seller Central account.

This means that we enter information into QBO on a summary level, rather than a transaction level.

Reports that we need from you

Each month or quarter, we'll be asking you for two reports; the Payment Summary Report and the VAT calculations report.

- We need the Payment Summary Report for each marketplace, for each month.
- We only need 1 VAT Calculations Report, covering the whole month or quarter – this covers all marketplaces in the same report.

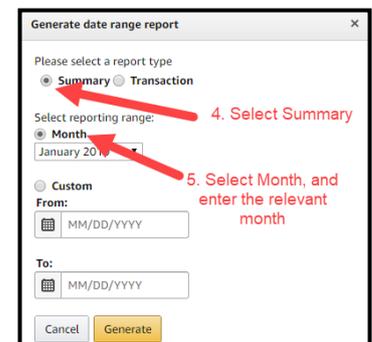
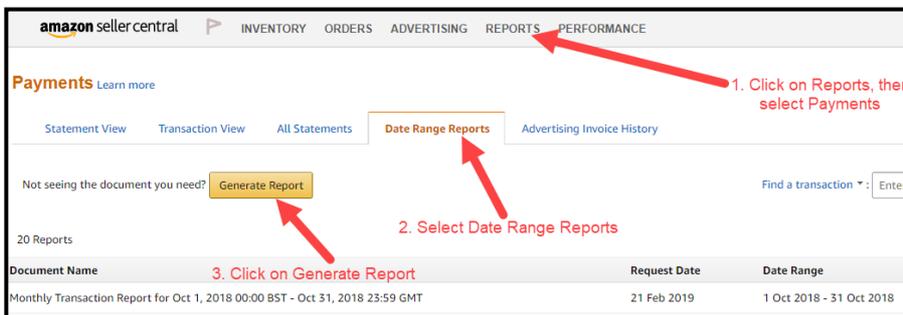
We don't want access to your Seller Central account – instead, we ask that you run the reports from their and send them to your contact in your dedicated finance team.

How to run the reports

1. Payment Summary Report

You can access this by going to Reports>Payments>Date range reports then selecting each the relevant month(s).

Please run them one month at a time for each marketplace (i.e. GB, IT, ES, FR, DE).



2. VAT Calculations Report

We only need one of these each time we're doing your books.

You can access this by going to your Amazon Seller Central account, then going to Reports>Tax Document Library>Amazon VAT Calculation, selecting report types of 'VAT Calculations' and the relevant time period (normally either 1 month or 1 quarter, as specified on the email from your contact in your dedicated finance team).

