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Expenses

Expenses - Basics New

The Expenses feature is designed to help track, categorize, and manage your spending. You can decide if expenses should be billable or not, assign them to specific projects and divide them into categories.

Adding Expenses New

Expenses will allow you to keep a detailed record of all your transactions and spending. Alls users on the account will be able to add their own expenses and assign them to predefined categories and projects.

Invoice Expenses New

Each expense can be added to the invoice. Only Administrators and Project Managers with permission to create invoices can access this functionality.