

Xpenditure

Information on the Service

Xpenditure is an expense management solution available on the Optus Smart Shop.

The service provides a cloud based paperless processing of receipts and management of business expenses.

This service can be accessed through a web browser with your Optus Smart Shop login details. A mobile app is available for receipt capture.

What's Included

Receipt scanning and upload into online profile. Integrated approval and expense rules. Set up categories and project to manage expenses across the business. Create custom fields and track time and mileage information. Administration management for groups and roles. Manage cash advances and daily spend allowances..

Other Important Information

Internet connection required to access online versions and to download desktop/mobile applications.

Minimum Monthly Charge

\$10.00 per user per month

Other Information

Service Management

Manage your application using the Optus Smart Shop Dashboard at www.smartshop.optus.com.au/login

Billing

Billed monthly, will renew if not cancelled by giving 32 days notice. You can cancel your billing through Optus Smart Shop or by calling us on 1300 620 646.

Help Details

www.smartshop.optus.com/en/help
<https://xpenditure.zendesk.com>

Customer Service

Phone

You can call **1300 620 646** for assistance with your Optus Smart Shop subscription, website or platform issues or application issues.

Website

For other assistance and account information, see www.smartshop.optus.com/en/help

Complaints

You can contact our complaint resolution area by calling us on **1300 620 646**. We encourage you to contact us first so that we can try to resolve your complaint straight away. If you're not happy with the outcome, you may also contact the Telecommunications Industry Ombudsman on **1800 062 058**.

Pricing Information

Plan Pricing	\$10.00 per user per month
Option Add Ons	Additional Users - \$10.00 per month
Minimum Cost	\$10.00 per month
Early Termination Charge	If you give less than 32 days notice when cancelling your monthly contract you will be charged an additional months fee.