

# LEXPRO

## GAZETTE

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**Chris Lubbe**  
Senior Consultant

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### Free Payroll Training – Limited Space Available, Book Now!

Are you still manually completing IRP5s and spending endless hours on this task? We understand how time-consuming and stressful it can be. That's why we're excited to introduce Lexpro Payroll, an innovative online payroll system designed to streamline your payroll process.

With just a simple click of a button, you can generate IRP5s and easily import the report into SARS e@syFile. The system also allows you to manage monthly payslips and leave with ease. Plus, as an added benefit, Lexpro Payroll is fully integrated with the Lexpro Accounting program, which means you can save even more time by updating salary and tax transactions directly to the relevant ledgers.

We're offering free, no-obligation training for new and prospective clients on 15 May 2023. To book your space, simply contact Alicia at [alicia@lexpro.co.za](mailto:alicia@lexpro.co.za). Don't miss out on the opportunity to simplify your payroll process and save valuable time with Lexpro Payroll.



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### Amended Registration Fees for Transfers and Bonds

New transfer and bond registration fees were announced in the Regulation Gazette No. 11549 on 28 February 2023. You can download the fee schedule from our website by [clicking here](#).



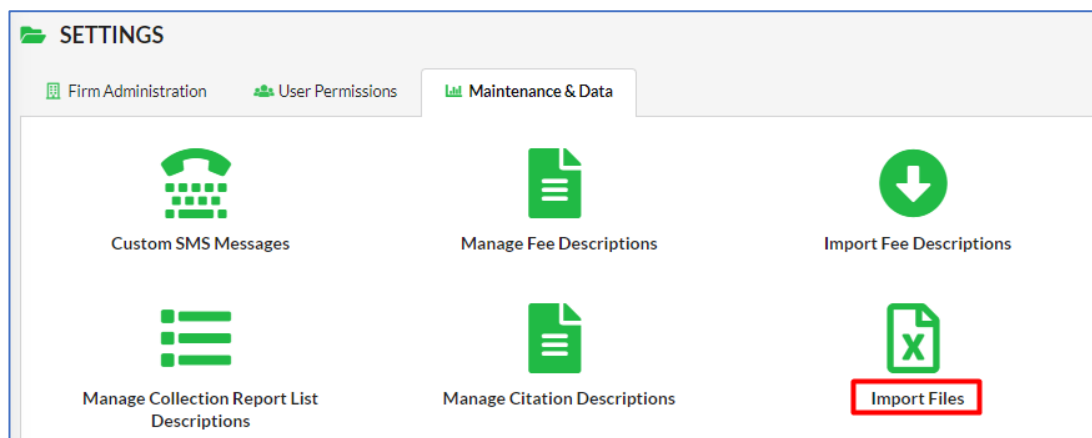
**Charmaine Skinner-Schulz**  
Senior Consultant

## Import Files into Litigation From a CSV File

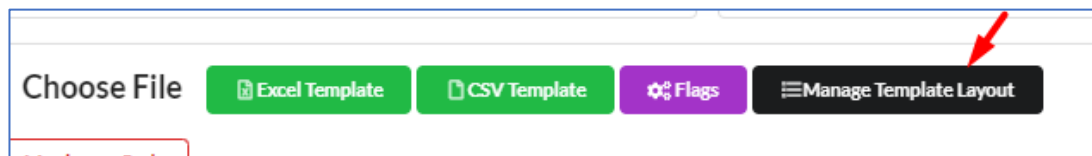
Previously, you could only import files according to Lexpro's file format.

It is now possible to map your import file with Lexpro's fields to be able to import files from your own spreadsheet.

Click on **Settings** and then on **Maintenance & Data**. Click on **Import Files**.



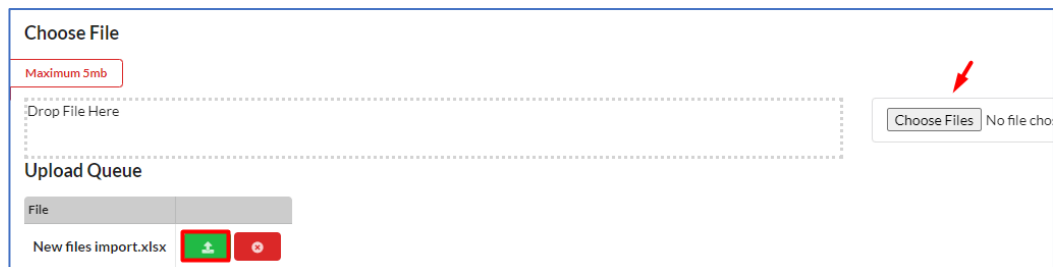
Click on the **Manage Template Layout** button.



Click on the **+Add** button.



Choose your spreadsheet with the files that you need to import in Lexpro Litigation.



Upload your file. The mapping screen will displayed once the upload is completed.

UPLOADED COLUMNS	LEXPRO COLUMNS	
File number	Please Choose Lexpro Column	Account number
Client name	Please Choose Lexpro Column	Client Name
Client address 1	Please Choose Lexpro Column	Initials
Client address 2	Please Choose Lexpro Column	Title
		Party 1
		Party 1 ID Number
		Party 1 Type

Your file's columns will show on the left.

Choose Lexpro's field where information should be saved on the right.

UPLOADED COLUMNS	LEXPRO COLUMNS
File number	Account number
Client name	Client Name
Client address 1	Client Address 1
Client address 2	Client Address 2
Client address 3	Client Address 3

You can save your list and mappings for reuse. This way you won't have to repeat the mapping step.

List Name	<input type="text" value="Own files import"/>	<a href="#">Save Chosen List</a>
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You can now select your own import template when you want to import new files.

<p>Template Layout</p> <p>Default Lexpro</p> <p>Default Lexpro</p> <p><b>Own files import</b></p>
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## Improved EFT Request Layout

In response to the ENS judgement, we have modified the layout of the E-transfer document.

