

QuickBooks Hacks for Las Cruces Small Biz – 2025 Guide

- **Expense Tracking:** Set up custom categories—e.g., “NM GRT,” “Payroll Taxes”—under Chart of Accounts. Link your bank (e.g., Citizens Bank of Las Cruces) for auto-import.
- **Invoicing Fast:** Use QuickBooks Online’s recurring invoice feature—set it for the 1st, remind clients by the 15th. Add “GRT Included” line item (8.3125% local rate).
- **GRT Prep:** Run a Sales Tax Liability Report monthly—filter by Las Cruces ZIPs (88001, 88011, etc.). Export to CSV, send to me for filing.
- **2025 Tip:** Enable QB’s new AI categorization (rolling out late 2024)—cuts manual entry by 30%.
- **Local Hack:** Tag cannabis sales separately—NM’s cannabis GRT is unique (8% base + local).
- **Action:** Need setup? Call me at 541-331-3756—I’ll hook you up.
- **Why:** Streamlines books, saves hours—Las Cruces proofed by Christine.