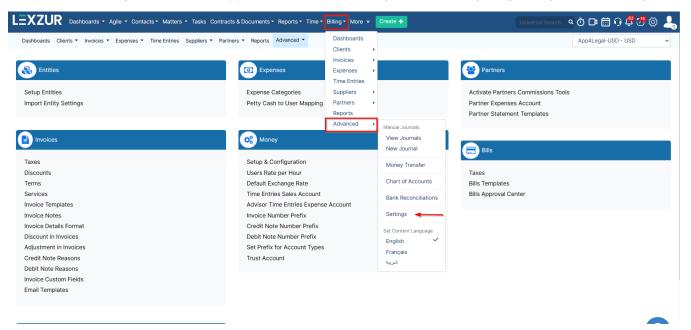
How to Adjust the Exchange Rates

Objectives

• Change the Default Exchange Rates

Steps

In Lexzur, you have the flexibility to use various currencies for billing transactions, which may differ from the entity's main currency. Therefore, it's crucial to specify the default exchange rate for each currency you intend to use. You can manage this from the billing settings: **Billing Advanced Settings**



Click on Default Exchange Rate under Money to change the default exchange rate.

Entities	Expenses	Partners
Setup Entities	Expense Categories	Activate Partners Commissions Tools
Import Entity Settings	Petty Cash to User Mapping	Partner Expenses Account
Invoices	OS Money	Partner Statement Templates
	invites invites	Eilis
Taxes	Setup & Configuration	
Discounts	Users Rate per Hour	Taxes
Terms	Default Exchange Rate	Bills Templates
Services	Time Entries Sales Account	Bills Approval Center
Invoice Templates	Advisor Time Entries Expense Account	
Invoice Notes	Invoice Number Prefix	
Invoice Details Format	Credit Note Number Prefix	
Discount in Invoices	Debit Note Number Prefix	
Adjustment in Invoices	Set Prefix for Account Types	
Credit Note Reasons	Trust Account	
Debit Note Reasons		
Invoice Custom Fields		
Email Templates		

After that, you can change the exchange rates in the related fields.

Default Exchange Rate

1 AED =*	0.8	USD
1 AFN =*	0.013	USD
1 AUD =*	0.71	USD
1 BHD =*	3.27	USD
1 EGP =*	0.054	USD
1 EUR =*	1.07	USD
1 KWD =*	3.27	USD
1 LBP =*	0.00066	USD
1 SAR =*	0.27	USD
1 USD =*	1	USD
1 ZAR =*	0.053	USD

Save

You have the capability to input up to 16 digits for the exchange rate.

For more information about LEXZUR, kindly reach out to us at help@lexzur.com.

Thank you!