? About Komplai

What is Komplai?

Komplai is an AI-powered compliance and accounting assistant for small and growing businesses. It helps you stay on top of tax filings, manage your books, and understand your financial health - all in one place.

What problems does Komplai solve?

Many businesses struggle with missed compliance deadlines, scattered financial data, and over-reliance on manual processes. Komplai automates these tasks and gives you real-time visibility and peace of mind.

How is Komplai different from a traditional CA firm?

Komplai blends technology with expert human support. Unlike most CA firms, we offer real-time dashboards, automation, and reminders - while still giving you access to experienced professionals when needed.

How is Komplai different from accounting tools like Tally or Zoho Books?

Those are DIY tools. Komplai is a done-for-you solution - we handle filings, bookkeeping, and analysis for you. You don't have to learn a new system or manage things yourself.

Who is Komplai built for?

We're built for business owners who want fewer financial headaches. From early-stage founders to growing SMEs - we serve tech and non-tech startups, freelancers, and service providers.

What are Komplai's key features?

- Compliance tracking & filing
- Automated bookkeeping
- GST, ITR, and ROC filing support
- Real-time dashboards
- Payables and receivables tracking
- Invoice generation
- Human-in-the-loop expert help

Does Komplai replace my accountant?

It can - or it can work with them. Some users switch to Komplai fully and use our product plus our in-house team of accounting and tax experts; others use us alongside their CA to automate tasks and get better visibility.

Is Komplai a DIY platform?

Not at all. While you can access your data anytime, we handle the heavy lifting - from filing taxes to updating your books.

Is Komplai secure?

Yes. We use bank-grade encryption and follow strict privacy practices. Your data is never sold or shared.

Can I use Komplai if my business is already running?

Absolutely. We work with new and existing businesses and can migrate your data from older tools or setups.

What kinds of businesses use Komplai?

We support product and service businesses across sectors, including SaaS, e-commerce, marketing agencies, consultants, and solopreneurs.

How do I get started?

Just sign up, answer a few quick questions, and connect your Gmail (or enable auto-forwarding). We'll take care of the rest.

Why choose Komplai?

Komplai replaces the scattered tools, spreadsheets, and manual follow-ups you're used to managing finance. It's an agentic automation platform that fetches your documents, reconciles books, tracks compliances, and delivers real-time insights - all in one system. With automation at its core and human expertise built in, Komplai saves you time, cuts costs, and keeps your finances running smoothly in the background.

Integrations & Setup

What does Komplai's Gmail integration do?

Komplai connects to your Gmail inbox (with your permission) to automatically detect invoices, tax notices, compliance reminders, and payment updates. This saves time and ensures nothing slips through the cracks.

Is Gmail integration safe?

Yes - we use secure, read-only access and follow industry best practices for data privacy and encryption. You can revoke access at any time.

Is Gmail integration mandatory?

No - you can enable email auto-forwarding instead (see below) or manually upload compliance and financial documents.

What is Email auto-forwarding?

If you don't want to connect your inbox, you can auto-forward specific emails (e.g. from GSTN, banks, or vendors) to a Komplai address we provide. This helps us automatically collate your invoices and bills, and keep your books, filings and cash flow updated.

How do I set up auto-forwarding?

Setting up auto-forwarding helps Komplai automatically capture important compliance and financial emails, without needing full inbox access. It's fast, secure, and ensures you never miss a filing deadline.

Here's how you can set it up:

• If you use Gmail:

- Open Gmail and click on the $\stackrel{*}{\cancel{M}}$ Settings icon \rightarrow See all settings.
- Go to the Forwarding and POP/IMAP tab.
- Click Add a forwarding address.
- Enter your unique Komplai forwarding email address (we'll provide this during onboarding).
- Confirm the forwarding address (you'll receive a confirmation email from Komplai).
- Then, go to Filters and Blocked Addresses → Create a new filter.
- Set filter conditions:
 - Example: Emails from noreply@gst.gov.in, no-reply@mca.gov.in, or subject lines containing "Invoice", "GST", "TDS", etc.
- Choose Forward it to and select your Komplai email address.

Save the filter.

Done! Komplai will now automatically process these emails to update your filings and dashboards.

• If you use Outlook, Zoho Mail, or others:

- Go to your email Settings → Rules or Filters section.
- Create a New Rule or New Filter.
- Set conditions based on:
 - Sender address (like noreply@gst.gov.in, etc.)
 - Subject keywords (like "Invoice", "Payment Advice", "TDS Certificate", etc.)
- Action: Forward matching emails to your Komplai-provided email address.
- Save and activate the rule.

That's it - we'll take it from here!

Points to note:

- Auto-forwarding will only apply to new emails you receive after setting up the rule. If you want us to process older emails, you can:
 - o Manually forward the emails (to the address provided) you have already received, or
 - o Set up the Gmail integration available on the Komplai platform, or
 - Bulk upload the documents on the Komplai platform.
- You can edit or turn off forwarding anytime from your email settings. We only process forwarded emails relevant to your compliance and financial management.

Compliances We Track vs Manage

What compliances does Komplai help track?

We help you keep tabs on due dates, document requirements, and updates for:

- GST filings (GSTR-1, 3B, etc).
- ITRs and advance tax
- TDS deadlines
- MCA/ROC event-based filings

Note: We facilitate state/industry-specific obligations on a case-by-case basis.

How does Komplai help track compliance?

Komplai automatically tracks all your statutory compliances - including GST, TDS, ROC, income tax, and PF/ESI. Our system maintains a live compliance calendar, monitors due dates, and sends proactive reminders to keep you ahead. When filings require manual preparation or review, our expert team steps in, ensuring deadlines are met without last-minute chaos.

Can Komplai help me file GST, TDS, and ROC automatically?

Yes - Komplai automates GST, TDS, and ROC filings through agentic workflows and expert oversight. Our system tracks deadlines, prepares filings, and ensures they're submitted on time, with every return reviewed and validated by in-house accountants before submission. You get the speed of automation with the confidence of human accuracy.

What compliances does Komplai manage?

We take end-to-end responsibility (including document prep, filing, and communication with authorities) for:

- Monthly/quarterly GST filings
- Annual income tax return (ITR) filings
- TDS filings
- ROC filings (e.g., MGT-7, AOC-4)
- MSME filings
- Incorporation and entity modification support

Services We Offer

What services does Komplai provide?

We offer a tech-powered compliance and accounting assistant with:

- Compliance tracking and filing management
- Automated bookkeeping and reconciliation
- Real-time financial dashboards
- Receivables and payables tracking
- Invoice creation and sharing
- Central document storage
- Human support from expert accountants (if needed)

Do I still need my CA?

We help with the end-to-end management of your accounts and compliances. or replace them. In case you have a CA, Komplai still helps you manage all your financial information and helps you stay on top of your compliance due-dates and to-dos. **Qualifier** Customer Support & Fit

Who is Komplai built for?

We work with early-and growth-stage businesses across sectors - including tech startups, not-tech startups, consultancies, and freelancers - who want to simplify compliance, improve visibility, and reduce dependency on manual workflows.

Can I talk to a real person?

Yes. We have a human-in-the-loop model - you'll always have the option to chat with an expert if you need help or clarification.

X Technical & Product Questions

Do I need to switch from Tally, Zoho Books, or QuickBooks?

No - Komplai works with your existing software. We integrate or ingest data through emails, bank statements, or uploads. You don't need to switch unless you want to.

How does onboarding work?

You sign up, connect Gmail or enable auto-forwarding, answer a few quick prompts, and you're done. We will handle the rest and keep you updated.

Is Komplai free?

Core tools like compliance tracking, invoice management, and dashboards are free. Filing and insights are part of paid plans. We'll never charge you without your consent.

How secure is my data?

We follow bank-grade encryption and store all sensitive information securely. We never share or sell your data.

Can I cancel anytime?

Yes - you're not locked in. You can cancel or switch plans anytime, no questions asked.