

The TrustSwitch Concierge Migration Protocol

A Technical Specification for High-Integrity Accounting Ledger Conversions with £0.00 Trial Balance Variance

Executive Summary: Traditional accounting software migrations fail because automated tools treat linked accounting ledgers as simple flat spreadsheets. TrustSwitch reads your backup files directly to deliver complete, penny-perfect migrations across Sage 50, QuickBooks Desktop, Xero, and QuickBooks Online.

1. Why Self-Serve Migration Tools Drop Data

Standard automated tools (including self-serve scripts and basic API synchronizers) suffer from five critical points of failure:

Failure Point	Standard Automated / CSV Tool	TrustSwitch Concierge Protocol
Trial Balance Discrepancy	"Best effort" conversion; discrepancies dumped into 9999 Suspense or Historical Balancing.	Mathematical dual-entry validation gate: exactly £0.00 variance before client handover.
Historical VAT & MTD	Legacy tax rates (17.5%, pre-Brexit EU) flattened into generic 20% or No VAT, corrupting audit trails.	Full reconstruction of Box 1–9 figures matching submitted HMRC returns.
Bank Feeds & Cash	Historical statements left unallocated; connecting live Open Banking feeds causes duplicated entries.	Pre-reconciled statement cutoffs; live feeds only pull fresh transactions from handover forward.
Tracking / Departments	Sage Departments and QuickBooks Classes stripped out or charged as expensive add-ons.	Full dimensional mapping into Xero Tracking Categories or QBO Classes/Locations.
Pricing Predictability	Per-year metered penalties (£75+ per extra year) penalising statutory compliance.	Transparent statutory tiers (£245 Essential, £395 Statutory, £595 Complete Inception).

2. The 3-Stage Verification Architecture

Phase 1: Secure Direct Ingestion

Clients upload native proprietary backups (.001 Sage backups or .QBB/.QBW QuickBooks company files) to our secure, encrypted UK staging vault (AES-256). No manual spreadsheet cleaning or CSV

reformatting is required.

Phase 2: Account & Department Mapping

Our automated conversion engine structures your historical accounts, customer details, and invoice records to match your destination cloud software. Any exceptions—such as unused nominal codes, custom VAT rates, or departmental tracking—are mapped and reviewed directly by your UK data migration specialist.

Phase 3: Mathematical Dual-Entry Balance Check

Before ledger data is exported to the client's destination cloud account, cumulative debits and credits are verified across every accounting period. Your designated UK ledger specialist reviews and certifies the trial balance to ensure a penny-perfect match.

3. Statutory Retention & UK Compliance (HMRC Section 386)

Under UK Companies Act 2006 (Section 386) and HMRC VAT Notice 700/21, UK businesses must retain complete, auditable accounting records for a minimum of 6 years from the end of the last financial year. TrustSwitch guarantees complete transactional depth so practices never need to maintain obsolete desktop software licenses purely for historical audit defense.

4. Data Protection & Security Standards

- **UK Specialist Processing:** All data ingested, processed, and validated directly in the UK by your designated data migration specialist. Zero overseas outsourcing or offshore third-party processing.
- **UK GDPR Adherence:** Strict compliance with UK GDPR and Data Protection Act 2018 principles. Ledger data is treated as strictly confidential client financial records under non-disclosure.
- **AES-256 Encryption:** Strict disk-level AES-256 encryption at rest and TLS 1.3 in transit.
- **7-Day Automatic Data Purge:** Exactly 7 days following verified client sign-off, all customer source backups, staging databases, and temporary conversion files are permanently and securely deleted.

5. Standard Handover Protocol (The 80/20 Division of Responsibility)

TrustSwitch automates the complex, error-prone 80% of data migration. For security and regulatory compliance, the client or their accountant executes the final 20% post-handover checklist:

Handled 100% by TrustSwitch	Client / Accountant Post-Handover (30 Mins)
✓ Full transactional double-entry ledger	• Connect live Open Banking feeds via secure bank MFA
✓ Customer & supplier master lists & contacts	• Upload company logo & custom invoice template
✓ Open Accounts Receivable & Accounts Payable	• Set custom user permissions & invite staff members
✓ Chart of accounts & nominal restructuring	• Authorize HMRC Making Tax Digital (MTD) digital gateway
✓ Historical VAT Box 1–9 audit trail	• Review and archive the signed £0.00 Audit Certificate
✓ Signed £0.00 Trial Balance Certificate	• Ready for full live trading

Book a Concierge Migration with TrustSwitch

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