Justesse

Getting-started guide

The accuracy of your numbers. The clarity to decide.

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Justesse keeps the books of a self-employed business or a small company in Switzerland. You photograph an invoice or a receipt, or you forward an invoice by email. The AI reads the document and proposes the entry, with the account from the Swiss chart of accounts. You correct it if needed, then you approve it: nothing goes into the journal without you.

01 Create your account

- Open **app.justesse.ch**, on a computer or on a phone, and tap “Create a free account”. Enter your email and a password, choose the plan you are interested in (or “I don't know yet”), then “Create the account”. Open the confirmation email, click the link, then “Sign in”.
- On first launch, the app asks for your company name, your trade, your VAT situation and what you need, then “Start”. Everything can be changed later in “Profile”, “Settings”.
- On iPhone, the Justesse app is on the App Store (**apps.apple.com/ch/app/justesse/id6787614028**). The same account works on the web and on the iPhone.

02 Add a document

- “Entry” tab, then “Add a document”. First say what it is: “Purchase (invoice received)”, “Client invoice (issued by you)”, “Cash receipt (till slip / Z report)”, or one of the two credit notes.
- On a phone, tap “Photograph an invoice”; on a computer, drop a PDF, a photo, or an Excel or CSV export. Photograph every page of a multi-page invoice before “Read the invoice”.
- Before the first upload, the app asks for your consent to reading by the AI. Without it, nothing is sent, and “Enter an expense or a credit note by hand” remains possible.
- The AI picks out the supplier, the date, the amounts and the VAT, and proposes the entry. Check it, correct it if needed, then “Confirm the entry”: it goes into the journal, with the document attached as supporting evidence. A possible duplicate is flagged before you confirm.

03 Receive your invoices by email

- Each company has its own receiving address. It is in “Profile”, “Settings”, “Mail inbox” block, with a button to copy it, once you have consented to reading by the AI.
- Send your invoices there, as a PDF or a photo, or set up an automatic forwarding rule in your mailbox.
- They wait for you in “Entry”, “To review (email)”, already read: you process them one by one, or you reject them. Nothing is posted without your approval.

contact@justesse.ch is for writing to us. Your invoices go to your company's receiving address.

04 Invoice your clients

- “Entry”, “Invoicing”: the invoice starts as a “Draft”, and “Send” posts the sale to the journal. With your IBAN in Settings, it goes out with a QR-bill that your client scans to pay.
- These invoices do not go through the AI: created in “Invoicing”, or imported from ePhysio with “Import ePhysio (Excel)”, they go straight into the database, in Zurich.
- If you are paid later, “Accounts receivable” shows who owes you what, reminders included.

05 Your figures, and your fiduciary

- “Statements”: journal, general ledger, opening balance sheet, year-end closing and, if you are registered, the VAT return. “Insights”: income statement, balance sheet, dashboard, and “Chat”, which answers your questions from your own figures.
- For your fiduciary: in “Journal”, choose the period, then “Journal (CSV)”, “Trial balance (CSV)” and “Receipts (ZIP)”. In “Reports”, print the balance sheet, the income statement or the journal, or save them as PDF.

06 Your data

What the website FAQ says, word for word:

> “The database lives on servers in Zurich (Supabase’s Swiss region). To be read by the AI, documents go through our application server in Frankfurt and through Anthropic, which receives them in the United States and may have them read in another country. Its commercial terms prohibit it from training its models on your documents. Each company has its own space, strictly isolated from other accounts.”

You can withdraw your consent to reading by the AI in “Settings”, “AI reading of documents” block. The details are in the privacy policy: **justesse.ch/en/confidentialite.html**.

07 Help and contact

- In the app, “Profile”, “How do I…?”: help screen by screen, with a search. On the website: **justesse.ch/en/aide.html**.
- A question, an idea, a bug: **contact@justesse.ch**, or the “Your feedback” block in Settings.

Justesse is a tool that helps you keep your books: it does not replace the advice of a fiduciary or a chartered accountant. Guide of 27 October 2026.