

# SmartWerk: Onboarding Checklist

Welcome to SmartWerk - your AI-powered assistant for ZZP and freelancers in the Netherlands!

Follow these smart steps to begin:

1. Open your SmartWerk PDF and explore Tools 1 to 30
2. Save SmartWerk as an app: on iPhone, tap Share > 'Add to Home Screen'
3. Start with 1 GPT prompt: 'Write invoice with KvK, IBAN, VAT'
4. Use 'Start Here' if you're not sure which tool fits your case
5. For support or ideas: [smartwerk.team@gmail.com](mailto:smartwerk.team@gmail.com)
6. Upgrade to PRO for 100+ prompts, automation & extras
7. Follow roadmap in 'What's Next' and get free updates

## Smart Tip:

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Try using Tool 3 to respond to Gemeente letters in Dutch - most new freelancers struggle with it!

## Mini Glossary

- ZZP = Zelfstandige Zonder Personeel (freelancer without employees)
- KvK = Dutch Chamber of Commerce
- BTW = VAT (Value Added Tax)
- IBAN = International Bank Account Number
- Gemeente = Local Dutch municipality

**Start now. Save time. Build your smart ZZP flow with SmartWerk!**