

BUSINESS BOOKKEEPING SERVICES

SERVICES	Quick Books Online	Basecamp Access	Bank Reconciliation	Income Statements	Balance Sheets	Ledger	Unlimited Monthly Consultations	Pick Up Services
	Online License 24/7 access	Online Access with 24/7 access of records	Find Errors & manage company money better	Track Revenues to help grow Business	Identify Businesses Current Position	Maintain the ledger of your business	Skype, email Phone support	Scanning of receipts, expenses etc.
STARTER LEVEL 0-500 Transactions	x	x	x	x	x	x	x	x
MID LEVEL 501-1,000 Transactions	x	x	x	x	x	x	x	x
PRO LEVEL 1,001-2,500 Transactions	x	x	x	x	x	x	x	x

PAYROLL PROCESSING	After the fact Payroll Services	Online Payroll Processing	Custom Payroll Report Services
			(Who has time off? Termination info? Paid to date)
STARTER LEVEL 1-10 Employees	x	x	x
MID LEVEL 10-25 Employees	x	x	x
PRO LEVEL 25-50 Employees	x	x	x

TAX PREP	Consult	Tax Review	Tax Adjustment	Past Tax correction
	(Discount for clients in plan)	Double Check Tax Work	Adjust Recommendations to save money	Are your books a mess? We can help!

PERSONAL ACCOUNT MANAGEMENT	Bill Pay	Account Reconcile