

## **Bookkeeping for busy people**

It makes sense to delegate your bookkeeping to professionals who have the expertise to get the job done right, the first time.

By using Busy Bookkeeping for all your bookkeeping needs, you'll not only save time and money, you'll also have the peace of mind that comes with knowing your financial paperwork is fully compliant with ATO requirements and has been completed by professionals who are up to date with the latest legislation.

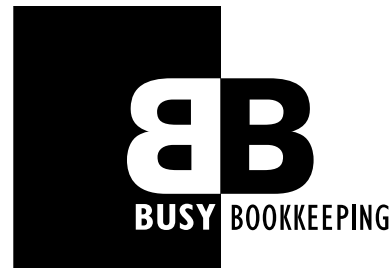
- *Data entry to accounting systems*
- *Invoicing and debtor management*
- *Payroll, PAYG, Superannuation*
- *Creditor control and bill payments*
- *Profit and Loss reports*
- *GST & BAS preparation and lodgement*
- *Cash flow reporting and analysis*
- *Fixed asset register management*
- *Stock control and management*
- *Monthly management reporting, planning and budgeting*
- *Accounting systems reconciliations – debtors, bank and creditors and more*
- *Advice on the best software for your business*
- *Installation of new software*
- *Training for you and your staff on the use of your bookkeeping system*
- *Transfer of data from your old system*

*For assistance with other bookkeeping requirements, simply call us on 1300 650 448 and a friendly consultant will help with your enquiry.*



### **You run the business, we keep the books**

Call us today for an obligation-free assessment of your bookkeeping needs. Discover just how much time and money you could save by letting us take care of the books!



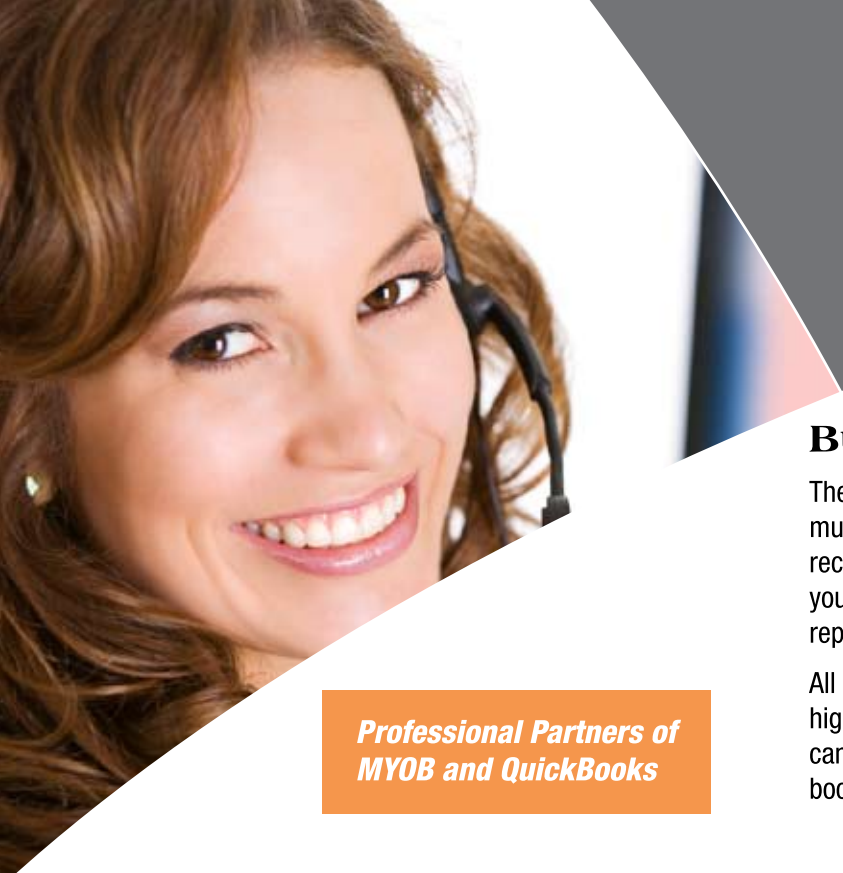
**Call us now on 1300 650 448**  
**Or visit: [www.busybookkeeping.com.au](http://www.busybookkeeping.com.au)**



### **Experts in Bookkeeping Compliance**



**We can  
HELP!**



**Professional Partners of  
MYOB and QuickBooks**

## Busy Bookkeeping benefits

The benefits of using Busy Bookkeeping add up to much more than stress-free, compliant and complete records. When you partner with Busy Bookkeeping, you'll be utilising one of Australia's largest and most reputable bookkeeping franchise networks.

All members of the Busy Bookkeeping network are highly experienced, professional bookkeepers, so you can rest easy, knowing you're receiving the very best bookkeeping assistance available.



**Be efficient and reduce costs:** *Too many business owners spend countless hours each month maintaining their business books, or employ dedicated staff for the job. However, if you contracted our professional services, just think of the time you will save, and the peace of mind of only paying for the hours worked to generate unquestioned quality!*

## The bookkeeping solution for busy people

Most business owners have considerable experience in their chosen field, yet few have the time or training required to manage the mountains of paperwork produced by businesses today. With Busy Bookkeeping, you can put an end to the stress of sorting, organising and handling your business' financial records. You'll also save hours of valuable time, allowing you to focus on what you do best – running your business!

## Professional help puts you in control

Good financial records give you the ability to react swiftly to challenges and changes in the marketplace. With properly maintained books, an analysis of your financial position can easily be produced, even at short notice.

## Our quality guarantee

- All Busy Bookkeeping practitioners are up to date with all the latest GST, PAYG, BAS, Payroll, Superannuation and other bookkeeping requirements,
- Accurate, efficiently completed, up-to-date records,
- All work is backed by full indemnity insurance,
- You determine when and where your books are completed, be it off-site or on your premises,
- Fixed cost - no hidden extras,
- Easy to access information on how your business is travelling.

## Never too busy for you

When it comes to customer care, Busy Bookkeeping sets itself apart by guaranteeing you the utmost attention. If you have a priority, it becomes our priority. Regardless of your company size, we will always strive to provide you with the answers you need in order to run your business profitably. Also, our links with numerous accounting firms and supporting institutions means we are able to connect you with professionals who can offer further assistance, should you ever need it.