

Monthly Bookkeeping & Financial Reporting

Maintain accurate books and reliable monthly financial reporting.



Overview

We maintain your QuickBooks system through accurate monthly bookkeeping and reconciliations, resulting in clear, dependable financial reporting.

What's Included

Transaction Management

- Monthly categorization of bank transactions
- Monthly categorization of credit card transactions
- Consistent application of established posting rules

Reconciliations

- Monthly reconciliation of all bank accounts
- Monthly reconciliation of all credit card accounts
- Investigation and resolution of discrepancies

Balance Sheet Maintenance

- Depreciation and amortization entries (per tax schedules, as applicable)
- Loan principal and interest tracking
- Maintenance of escrow, prepaid, and accrual balances

Financial Reporting

- Monthly Profit & Loss and Balance Sheet
- Financials reviewed for accuracy and continuity

Note: Tax filing, payroll, budgeting, forecasting, and one-time cleanup or re-implementation not included.

Service Pricing (Monthly)

Service Level	Typical Fee
Essential Maintenance (<i>Limited transaction volume with a stable account structure</i>)	\$500 – \$600
Standard Monthly Close (<i>Monthly bookkeeping, reconciliations and financial reporting</i>)	\$700 – \$900
Enhanced Oversight (<i>Higher complexity and additional review requirements</i>)	\$1,100+

**Final pricing is confirmed after an initial review of records and scope.