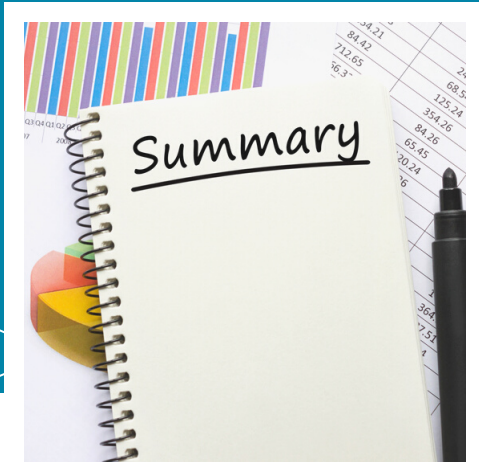


PACKAGE OVERVIEW

HASSLE-FREE BUSINESS BOOKKEEPING



	The Ultimate from \$667	Time Saver from \$475	Peace of Mind from \$220
Essentials Support Unlimited phone and email support for small Xero and bookkeeping queries for your peace of mind Quarterly balance sheet reconciliations and file review as a safety net to ensure all is correct BAS returns prepared and lodged to ensure you remain compliant IAS returns prepared and lodged to ensure you remain compliant Prepare year end file and working papers for submission to your tax agent for an easy year end process Year end adjusting entries into Xero for a clean start for the next financial year Discuss BAS-related matters with your tax agent and ATO as needed so you don't need to understand the jargon TPAR annual reports prepared and lodged with the tax office so you remain compliant Annual workcover reconciliation and lodgement so you can avoid the hassle	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
Payroll Super Guarantee calculations to double check the payroll and maintain compliance Annual payroll reconciliations and reporting to the ATO, ensuring everything reconciles to reduce audit risk Payroll processing for happy employees	✓ ✓ ✓	✓ ✓ ✓	✓ ✓ ✓
Expenses Posting purchase invoices, expenses and cash transactions to get you out of the office Completing bank and credit card reconciliations to take the pressure off you Creation of ABA Account Payable file for easy payment of your suppliers	✓ ✓ ✓	✓ ✓	✓ ✓
Reporting Monthly Profit & Loss Report so you can make informed financial decisions about your business Business KPI Dashboard and Online Meeting to keep you focused on pushing your business forward Assistance with an annual budget creation and upload to Xero to keep you focused on your business numbers An initial online strategy session to review revenue, costs and cash flow to formulate a plan	✓ ✓ ✓ ✓	✓ ✓	✓ ✓

CONTACT

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Please note that pricing is per month and excludes GST. Read more at:
<https://notchabove.com.au/packages/>

