

## Accounting & Financial Support Bundle

The Accounting & Financial Support bundle is designed to help business owners and managers stay on top of their finances with accurate, timely, and reliable support. Whether you need the basics covered or full-service financial administration, FOCUS offers tiered options so you can choose the level of support that best fits your needs.

### Services Included

- QuickBooks Online setup, clean up, and / or catch up (as a ProAdvisor) – Personalized pricing will be given depending on exact client needs.
- Monthly bookkeeping & reconciliations
- Accounts Payable & Accounts Receivable management
- Payroll processing & compliance support
- Financial reporting & budget tracking
- Vendor & invoice management

### Bundle Options

Bundle	Description	Pricing
<b>Essentials</b>	Monthly reconciliations + reporting.	Personalized pricing will be given based on number of accounts and transactions.
<b>Advanced</b>	Bookkeeping + Accounts Payable/Receivable + payroll support.	Personalized pricing will be given based on number of accounts and transactions; invoice information for AR; billing information for AP; and employee information for payroll.
<b>Premium</b>	Full-service finance including strategic reporting, budgeting, and advisory support.	Personalized pricing will be given based on number of accounts and transactions; invoice information for AR; billing information for AP; and employee information for payroll as well as time for advisory support.