

With all signature 1 2 3 Fix My Books services, you also receive our...

## Exclusive Paperless Year End



Paisley Solutions exclusive Paperless Year End was developed to eliminate tax time stress for business owners. All of our systems feature it! Throughout the year, documents that your CPA will want to see are collected, quarterly, a worksheet verifying critical balances from your financial statements is updated, and after the year ends, key documents are added to support the year-end totals. Our PYE allows your CPA to fast track your tax returns with few, if any questions or adjustments. Our Paperless Year End is the primary reason that 96% of our referrals come from CPAs! We make tax time a breeze for you and your CPA.

610-444-2597 / 302-428-0126

615 W. State Street  
Kennett Square, PA 19348

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**123** FIX MY BOOKS

What exactly  
is 1 2 3  
Fix My Books?



**Service Options**

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[www.paisleysolutions.com](http://www.paisleysolutions.com)

# 123 FIX MY BOOKS

## What exactly is 1 2 3 Fix My Books?

It's our 3 step process to making bookkeeping easy.

**1** We work with the owner(s) and their CPA to determine what information and results are needed.

**2** We review the process used to collect and organize the paperwork and other data.

**3** We evaluate and adjust the bookkeeping system to efficiently categorize, calculate and report.

**It is as easy as it sounds, and it works. 1 2 3!**

**We help you  
make selections  
that will work for your  
business and budget.**

*Customer recommended.*

*CPA approved.*

## *You Choose:*

### **Just the Books**

For the small business that easily manages the day-to-day financial chores like invoicing customers, managing receivables and paying bills. If cash flow is not a problem. They just need the books done monthly.

This service is perfect for self-employed or start-up businesses who have no employees. They just need the transactions compiled so they can see how they are doing and have accurate information for tax purposes.

### **3 R's = Reconcile, Review and Report**

Some businesses have an owner, employee or family member adequately handling the bookkeeping and day-to-day financial chores but that person lacks the accounting knowledge necessary to prepare accurate financial statements. Perhaps they are more comfortable having a second set of eyes on the finances or need an impartial review.

This monthly service gives your business access to our knowledge and experience, while enabling you to maintain your in-house bookkeeper.

### **1 2 3 WIN (What I Need)**

You choose the service frequency and location:

- Weekly, Bi-Weekly or Monthly
- Online, On-site or Our Office

Your service is tailored to provide the information you need to successfully manage your business; relying on Paisley Solutions to manage the books and day-to-day financial chores. Options include Payables & Disbursements, Receivables & Receipts, Job/Class Tracking, Payroll, and more.

### **1 2 3 Fix My Bookkeeping System**

If your business needs a full-time, on-site bookkeeper, but you still seem to struggle with the day-to-day financial chores or your books are unreliable, the problem likely lies in your system.

We make it as easy as 1 2 3! We start with the flow of paperwork and deliver a system that produces reliable financial statements. We then train and support your bookkeeping staff to maintain the system.

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