



B O U L A Y

Accounting Clarity

Outsourced Accounting Services



Do you find yourself spending more time and effort on daily accounting tasks and issues rather than on making strategic decisions to run a successful business? Handling your own bookkeeping, invoicing, accounts payable and payroll can quickly take over, letting other responsibilities fall through the cracks. Let Boulay help you get back on track by managing your accounting to allow you to do what you do best and keep your business thriving.

How we help you get there

Boulay offers three outsourced accounting service tiers that let you choose what makes sense for your business's needs:

TIER
1

Outsourced Bookkeeper

- Accounts payable and receivable management
- Daily sales reconciliations
- Preparation of bank deposits
- Accounting and payroll record management and organization
- Expense reimbursements
- Payroll preparation (using outsourced services)
- Maintain chart of accounts
- Comply with basic local, state, and federal government reporting requirement (including sales and use tax returns)
- Monitor fixed assets
- Maintain the petty cash fund
- Monitor cash balances and cash forecasts

TIER
2

Outsourced Controller

- Month-end close
- Manage capital requests
- Monitor debt levels, compliance with debt covenants
- Calculate variances from budget and report issues
- Comply with government reporting requirements
- Oversee operations of accounting department
- Oversee accounting operations of subsidiary corps.
- Recommend benchmarks against which to measure performance of company operations
- Calculate and issue financial and operating metrics
- Manage production of annual budget and forecasts
- Provide for a system of management cost reports
- Provide financial analyses as needed
- Oversee employee benefit plans

TIER
3

Outsourced CFO

- Monitor and direct implementation of strategic business plans
- Assist in formulating company's future direction and supporting tactical initiatives
- Develop financial and tax strategies
- Develop performance measures that support company's strategic direction
- Supervise acquisition due diligence and negotiate acquisitions
- Maintain banking relationships
- Represent entity with investment bankers, investors
- Report risk issues to audit committee
- Maintain relations with external auditors
- Maintain appropriate insurance coverage

Your business has unique needs, and we assist you by identifying opportunities and offering solutions that best serve those needs. We provide you with a knowledgeable professional who helps you: get back to focusing on your core business, lower costs and liabilities associated with accounting, get access to expert resources, and ensure your accounting is done accurately and efficiently.

Contact Boulay's Accounting Clarity team at learnmore@BoulayGroup.com.