

Outsourcing your Book keeping could save you time, money and stress



Location **London, London**
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SME's, partnerships and sole traders why not outsource your bookkeeping/accounts and free your time up to do what you do best! Run your business and generate turnover. Why us? Free Initial Consultation Fixed Monthly Price No hidden extras Experienced Bookkeepers No fixed term contracts, no tie in periods Fully insured Use your existing system or start from scratch We can work onsite or take your paperwork to us Services include: Entering Sales, Purchase, Expense Invoices Bank, credit card and petty cash reconciliation Aged debtor/Creditor reports produced and reconciled Management of payments to suppliers and from customers Creating customer invoices and statements Year end Figures for Accountant Setting up computerized or manual Book keeping systems VAT Returns Payroll Management Reports Other Admin as and when required Call us now on 0208 226 5123 0208 226 51...(click to reveal full phone number) for a free consultation ;



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