

Did You Know that Proper Bookkeeping Can Save Your Business Money?



Research and experience reveal that an experienced and qualified bookkeeper can be your company's most valuable commodity.

The average small to medium sized business tends to regard bookkeeping as a necessary, but troublesome expense.

You pay an inexperienced bookkeeper \$12/hour to come to your office and do your bookkeeping 10 hours a week. (\$480/month)	\$480
Benefits and taxes cost an average of 25% of an employee's wages.	\$120
Average Monthly Wages	\$600

Additional Employment Costs Add Up:

- Training can easily cost two week salary.
- Overhead and office space (phones, internet, etc.) increase monthly costs.
- Employee turnover results in new advertising costs, search and interview time, and retraining.

Inadequately Experienced Bookkeepers Will Cost You Even More Money!

- At the end of the year, when filing your taxes, if mistakes are found, you'll have to pay additional fees to a CPA (anywhere from \$100-\$200/hour) to "re-do" your books.
- Improper account coding can cause you to significantly overpay taxes.

"The importance of keeping adequate records cannot be stressed too much. Without records, you cannot see how well your business is doing and where it is going. At a minimum, records are needed to substantiate:"

- Your request for credit from vendors or a loan from a bank
- Your claims about the business, should you wish to sell it
- Your tax returns under Federal and State laws, including income tax and Social Security laws

"BUT MOST IMPORTANT, YOU NEED BOOKKEEPERS TO RUN YOUR BUSINESS SUCCESSFULLY AND TO INCREASE YOUR PROFITS"- SBA

Here's where VBI can help your business **save** money:

- No more employee turnover
- No wasted time searching for, hiring and training new employees
- No extra expenses paying taxes and benefits
- Accurate accounting the first time
- Anytime, anywhere access to your account
- You only pay for the services you need

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The average small to medium sized business tends to regard bookkeeping fees as costing them money and do not realize the potential savings of hundreds of dollars!



Did you know that investing money for accurate and itemized bookkeeping will save you money when you file your taxes?

The Industry standard business budget for bookkeeping services is 3% of gross sales.

Tax Scenario*

Example A	TYPICAL BOOKKEEPING	Example B	PROFESSIONAL BOOKKEEPING
	Standard Deduction with Bookkeeping		Itemized Deduction with Bookkeeping
Income	\$75,575	Income	\$75,575
Deductions (Standard)	<\$12,000>	Deductions (Itemized)	<\$39,735>
Net Income	\$62,575	Net Income	\$35,840
Taxes Owed	\$13,174	Taxes Owed	\$5,437
Bookkeeping Costs	\$0	Bookkeeping Costs @ 3%	\$2,267
Total Costs	\$13,174	Total Costs	\$7,704
Tax Bracket	17.4%	Tax Bracket	10.1%

* Married Filing Jointly with 1 Dependant (Sole Proprietor)

**Savings of over \$5,470
Now that's something to shout about!**

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