



**BusyBee**  
BOOKKEEPING

## **IS BUSYBEE BOOKKEEPING THE RIGHT FIT FOR YOUR BUSINESS?**





## HELLO! I'M TERA

I love to empower business owners with the tools they need to grow and succeed in their own business.

Let us focus on your books, so you can focus on your business.

I became a bookkeeper because I believe small business owners deserve a trusted partner who values transparency and integrity. Running a business can be overwhelming and lonely, especially when it comes to managing finances. My goal is to take that burden off your shoulders by providing clear, reliable bookkeeping so you can focus on what you do best.

I'm also building something my family can be proud of - a business founded on honesty, hard work, and a deep commitment to helping others succeed. I'm proud to be part of the local community, and I'm building a team that shares this commitment to supporting small businesses with the care and dedication they deserve.

Together, we want to be your trusted partner - someone who helps you feel confident, secure, and empowered as you grow your business.

*connect with me*



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## 1. WHAT IS BOOKKEEPING?

Bookkeeping is the process of recording and organizing a business's financial transactions.

## 2. WHY IS BOOKKEEPING VALUABLE TO YOUR BUSINESS?

Bookkeeping is important because it ensures accurate financial records, helps businesses stay organized, supports tax compliance, and provides insights for better decision-making and financial health.

## 3. DO YOU PROVIDE TAX FILING SERVICES?

No. Our primary focus is bookkeeping; however, we will work closely with your CPA or EA to alleviate stress during the year, and at tax time.

## 4. HOW IS A BOOKKEEPER DIFFERENT FROM A CPA OR EA?

A bookkeeper manages day-to-day financial transactions and keeps records organized, while a CPA or EA provides higher-level services like tax planning, financial analysis, and audits.

## 5. WHAT IS THE FINANCIAL COMMITMENT?

On average, our Bookkeeping Services range between \$289.00 and \$889.00 per month, but not every business is the same, and not every solution is the same. This is why we have an extensive discovery process to determine a price that fits your needs and budget to ensure a long lasting relationship.

## 6. MY BOOKS ARE BEHIND, CAN YOU GET THEM CAUGHT UP?

Yes. We call this retro work and it is priced according to volume. On average our retro services begin at \$1,500.00 per 3-6 month period.

## 7. HOW CAN I GET STARTED WITH YOUR SERVICES?

Simply book your call [HERE](#). During our 15 minute Initial Call, we will listen carefully to your needs, wants, and pain points and determine if we are able to offer solutions.





## WHY BUSYBEE BOOKKEEPING?

- **No outsourcing:** Our team is local and selected through trusted referrals. All employees sign NDAs and complete background checks to ensure your privacy and security.
- **Responsive communication:** We understand that time is critical. That's why we prioritize quick response times and clear communication, so you always know where things stand with your finances.
- **Dependable and reliable:** Our consistent bookkeeping ensures compliance and peace of mind.
- **Clear and organized reporting:** If you're confused about your financials, we organize your reports for clarity - making it easy to understand your business's financial health at a glance.
- **Support without the price tag:** Starting a business can be overwhelming, but with BusyBee Bookkeeping, you get the support of an established firm - without the hiring costs.
- **Community:** We're not just your bookkeeper; we're neighbors. Our children attend the same schools, and we shop at the same stores. When you work with BusyBee Bookkeeping, you become part of our family.
- **Integral connections:** We nurture relationships with local businesses and can make warm introductions to help you at any stage of your journey.
- **QuickBooks ProAdvisors:** Our team holds QuickBooks ProAdvisor certifications, which require yearly renewal to ensure we stay up-to-date on the latest features and best practices.

### **BusyBee Bookkeeping is a perfect fit for you, if:**

- ✓ You're spending valuable time on your bookkeeping when you should be running your business.
- ✓ You have looked at other bookkeeping services and haven't found the right fit.
- ✓ You value longevity, dependability, and consistency.
- ✓ You are receptive to new habits and ideas.
- ✓ You are responsive to emails and requests.
- ✓ You appreciate a good mix of humor with your business.



# TESTIMONIALS



“

Nate Woods



Tera and her team handle the books for our business coaching firm. Their detailed process gives us great insight into our numbers to see exactly what needs to be done in the business. Highly recommend Busybee!

”



“

Jonathan Wells



They are so good at what they do. They made me realize really quick that I made a great decision to move to their services. Tera's team is legit and now I feel like my books are being done.

”



“

Dan Weber



Tera and her team has been fantastic to work with. They diligently worked on a retro project for us and helped to get us back on track. I would highly recommend BusyBee any time.

”



“

Jonathan Thiessen



Tera and her team have consistently gone the extra mile to help our small businesses figure complexities related to QB, payroll etc. I don't know where we'd be without their expertise and support!

”



# Pricing *guide*

Our Monthly Bookkeeping starts at \$289.00 per month; however, not every business is alike, and not every solution is the same. Here are a few pricing examples for businesses that we service.

For your personalized quote for services, please book your call [HERE](#).

## Example #1

- Service Based Industry
- 1 Revenue Stream
- 1 Bank, 1 Savings, 1 Credit Card
- Approximately 100 total transactions per month.
- Statement access.

**\$289**

MONTHLY

## Example #2

- Hospitality Industry
- 1 Revenue Stream
- 1 Bank, 1 Savings, 2 CC, 1 Loan
- Approximately 500 total transactions per month.
- Statement access.
- No Inventory

**\$589**

MONTHLY

## Example #3

- Professional Services Industry
- 3 Revenue Streams
- 3 Banks, 2 Savings, 4 Credit Cards and 2 Loans
- Profit First Method
- Approximately 300 total transactions per month.
- Statement access.
- Monthly Sales Tax Filing
- Payroll Management

**\$889**

MONTHLY

## All Monthly Bookkeeping Includes:

- The Recording of all Business Income and Expenses.
- The Reconciliation of all Business Accounts against the Bank Statements.
- Spot calls and email support as needed.
- Enhanced Reporting Options and Additional Services are priced separately.

## Enhanced Reporting Options Available:

- A personalized screen record/review of your Profit and Loss and Balance Sheet,
- OR A scheduled zoom session to review reports via screen share.

INVESTMENT

STARTS AT

**\$150**

MONTHLY

## Additional Services Available:

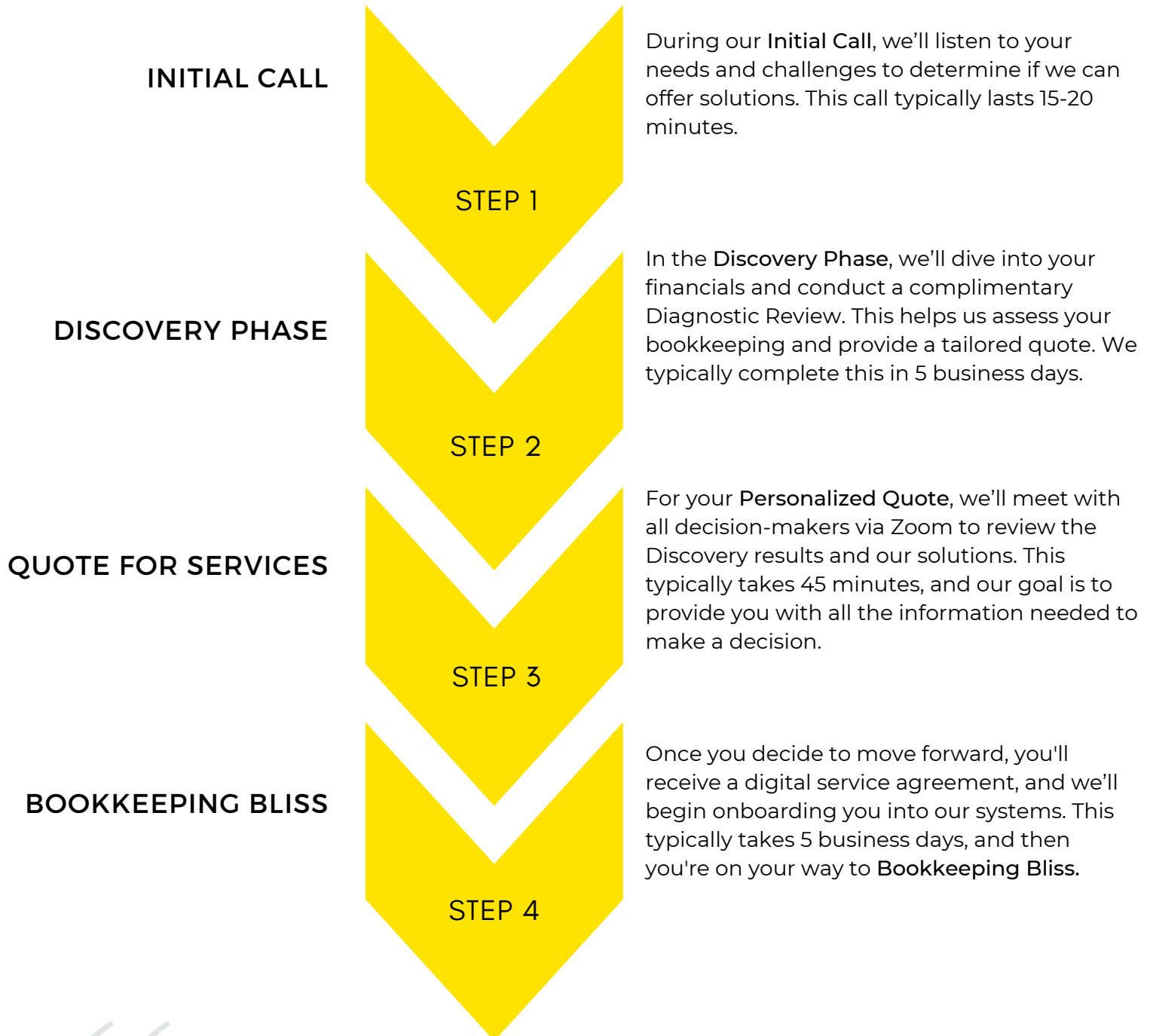
- Bookkeeping Catch-up: Starting at \$1,500.00\* per 3 - 6 month period.
- QuickBooks Desktop Conversion to QuickBooks Online: Starting at \$500.00\*
- AP/AR: Starting at \$289.00\* per month
- Payroll Management and/or Sales Tax Filing: Starting at \$85.00\* per month

\*Prices are based on volume and may increase based on volume.



# OUR {EASY} PROSPECTIVE PROCESS

At BusyBee Bookkeeping, we understand that every business is unique. That's why we use a simple 4-step process for new clients, typically completed in about 2 weeks. This approach helps ensure that we're the right fit for your business. **Ready to get started? Book your call [HERE](#).**



*Don't sit down and wait for the opportunities to come.  
Get up and make them. - Madam C.J. Walker*



# what's NEXT



## Ready to get started?

### BOOK YOUR CALL

*Partner with us for hassle-free, accurate, and reliable bookkeeping services tailored to your unique needs. We are committed to ensuring your financial success through comprehensive bookkeeping solutions.*

*Elevate your business with our expert bookkeeping services – because when your finances thrive, so does your business.*

*Don't let bookkeeping tasks distract you from what you do best.  
Book your call today!*

*Connect with me*

