

Do You Want To Liberate Yourself From The  
Mundane Minutia And Brain Bending Bewilderment of  
Bookkeeping, Accounting and Taxes...  
Giving You More Time To Focus On  
Growing Your Business

Ledgers and journals, analysis and reconciliation, accounts payable, accounts receivable, payroll taxes, sales taxes, income taxes, use taxes, acquisitions and dissolutions, incorporations, trusts, partnerships, W2's, 1099's, 401Ks, SEPs, Kehoe's, monthly this, quarterly that..

You're an entrepreneur. You became a small business owner so you could do what you love to do... and earn a living while controlling your destiny. The business necessities of accounting and tax returns are as exciting and welcome to you as a migraine headache. But they do need to get done, don't they?

Armed with your QuickBooks CD and shoebox of receipts and invoices, you're a cork in a stormy sea of financial and government requirements.

Single Invoice, Double Entry –  
Are You Stepping Into Financial Quicksand  
Without Even Knowing It?

<Company> is an independent small business Accounting & Tax Service consultancy.

Like you, <name> is a small business owner. Her passion is all things numbers.

She obsesses over the details of keeping your books accurate and timely. So you can obsess over delivering your product or service and building your business. Whether you're a lawyer with a trust account and 100 employees, a caterer with 100 independent contractors or a sole proprietor business consultant, <Name> knows the specific reporting requirements for your business.

Not an automaton-accountant, but a small business peer with a pulse and personality. <Name> has a keen ability to simplify complex issues and relate solutions in uncomplicated terms that are easy for you to understand... easy for you to implement.

She knows what it takes to manage and run a small business -- not the least of which is flexibility.

1-800-Where In The World Are My Confidential Records

Off-shoring is the en-vogue cost cutting practice of large business. But you're a small business. **Your business is personal.** Shouldn't your suppliers treat it that way?

<Company> is conveniently located in Oakland near Lake Merritt, with a local phone number <phone>. Dial it - <Name> even answers the phone.

Your personal, confidential, business critical records will be professionally handled by <Name>... in Oakland... with the strictest of confidence and care.

Your business reporting will be done in full compliance with the Accounting Principals Board (APB), Financial Accounting Standards Board (FASB) and Generally Accepted Accounting Principles (GAAP).

Your energy and creativity can be spent growing your business rather than distracted and depleted by mumbo jumbo spreadsheets and tax forms.

### Future Proof Your Business Records

As a small business owner, you wear many hats. Some of them fit well, some are a bit tight. Many of the most successful business people -- Donald Trump, Jack Welsh, Warren Buffet, Michael Eisner -- attribute their success to focusing on what they do well and building a team of good people to do the rest.

Your financial records are vital to your business... shouldn't you trust them to an accounting and tax expert, whose success is dependant on yours? Wouldn't you rather spend your time making money in your business rather than accounting for it?

It's a Long Road To Build A Successful Small Business,  
Call <Company> To Assist With The Navigation.  
Call For a No Cost, No Obligation, 30 Minute Consultation  
<phone>