



Outsourced Accounting Services

SERVICES PROVIDED	MONTH-END	BOOKKEEPING BASIC	BOOKKEEPING PLUS	OUTSOURCED CONTROLLER
Record bank and credit card transactions		BI-WEEKLY	WEEKLY	DAILY
Reconcile bank and credit card accounts	✓	✓	✓	✓
Balance sheet account reconciliations	✓	✓	✓	✓
Review income statement detail and classifications	✓	✓	✓	✓
Online QuickBooks subscription	✓	✓	✓	✓
Unlimited email support	✓	✓	✓	✓
Tax preparer access	✓	✓	✓	✓
Fixed asset management		✓	✓	✓
Accounts payable management		✓	✓	✓
Online bill pay		✓	✓	✓
Sales and Use tax reporting		✓	✓	✓
Financial document storage		✓	✓	✓
Invoicing management			✓	✓
Payroll management			✓	✓
Custom monthly reporting			✓	✓
Monthly collaborative meetings			✓	✓
App integrations management and support				✓
Budget management				✓
Weekly collaborative meetings				✓

The Outsourced Accounting Services Group at

Boeckermann Grafstrom & Mayer (BGM) provides

your organization with customized services. Whether you're a startup with limited funding and no accounting and bookkeeping staff, or an established business with an internal accounting team, we will tailor our services to meet your unique needs.

As your organization grows and evolves, our flexible services evolve with you. For-profit businesses, as well as, not-for-profit organizations have some significant differences when it comes to financial functions. We've worked with hundreds of organizations, of all types, and have the expertise and resources to meet your specific needs.

While proper bookkeeping and accounting are critical components of any business's success, the time, resources, and expertise required to manage these operations can drain your energy and focus. Let us help.

BGM's Outsourced Accounting Services is the smart solution.



Nickie Wiatrak is the manager of BGM's Outsourced Accounting Services. She has over 15 years of accounting experience with small and large public accounting firms.

Nickie's expertise includes monthly financial reporting, software training and support, and assisting startup and established companies by setting them on the right track with their daily accounting needs. She earned a Master's degree in Accounting from Kaplan University.

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