



## Finance & Accounting Outsourcing

301.272.6000 | [www.bbcpa.com](http://www.bbcpa.com)

 **BOND BEEBE**  
Accountants & Advisors





## Gain a Competitive Advantage

### Why Consider Outsourced Accounting?

Bond Beebe is in the business of accounting. It is what we do best. Our clients went into business to do what they excel in.

### Typical Clients

Our clients range from large organizations, that do not want to staff and manage an accounting department, to smaller entities or startups that need complete direction and support.

### Scalable Options

We can work with in-house financial leadership or we can become your part-time CFO or Controller.

#### Solutions Designed Around Your Situation Could Include

- Managing Your In-House Accounting Staff
- Taking Responsibility For Specific Accounting Functions
- Serving As Your Accounting Department

### Benefits Received

Cost-efficiency is one of our primary goals. It occurs through our use of technology and through the productivity of our outsourced accounting group. A significant benefit is the time you get back by reducing or eliminating your involvement with accounting issues. Your problems become ours to manage and we have an efficient, trained group of professionals to handle any accounting requirement.

#### Immediate Measurable Benefits Include

- Accurate Information On A Timely Basis
- Elimination Of Recruiting, Training & Managing Staff
- Reduction Or Elimination Of Employee Issues Such As Benefits, Payroll Taxes, Hiring and Terminations

## Cost Effective, Best Practices Support

*An Effective Alternative to Gain Efficiencies and Reduce Risks*

### What Does Best Practices Mean?

Best practices means developing accounting systems and processes, using techniques and technology to provide a rich source of information in a cost-effective manner.

### The “Big Picture”

Bond Beebe will ensure that vendors are paid, journal entries are made and your financial statements and management reports are accurate, on-time and meaningful. We will identify the critical success factors vital to your organization and monitor them using the appropriate key performance indicators.

### Our Available Services Include

- General Ledger Maintenance
- Monthly Financial Closings
- Preparation Of Financial Statements
- Accounting Software Selection & Updates
- Cash Management & Cash Flow Projections
- Accounts Payable & Receivable Processing
- Payroll Coordination & Benefits Administration
- Audit Preparation
- CFO & Controller Services
- Budgets & Forecasts
- Income Tax Preparation & Filing
- Sales & Payroll Tax Returns
- Banking Relationships
- Board Of Directors Financial Training
- Executive Committee Presentations
- Fund Tracking & Grant Management
- Project Support

### The Return on Investment

Organizations that outsource see a financial benefit by eliminating time spent on accounting issues. As an example, a recent college graduate can cost \$50,000 annually with benefits. An accounting group can easily cost \$200,000 or more annually for just a few people. Our clients outsource to a fully-staffed accounting department for fees starting at a few thousand dollars per month.

### Accounting Department Assessment

For most organizations, we can conduct our assessment in one day or less. We interview your leadership to identify what they need, examine your accounting processes and software and measure things such as the number of vendors, invoices, journal entries and transactions. Next, we create a proposal unique to your needs. More complex organizations may require additional time to understand and document their needs.

### Frequently Asked Questions

**Who does the accounting? Where are they located?** Our employees are located in the Washington D.C. metropolitan area and work either remotely or in your office as needed.

#### What if we do not have a CFO or Controller?

We can become your CFO or Controller.

#### Will you also be our auditor?

No. Under professional standards of independence, as your accounting resource, we would not be permitted to audit the accounting records that we have created.

### Examine Your Options

Why continue to do what you have always done when there may be a better way? Invest an hour to see if outsourcing makes sense for your organization. If it does, let us begin an assessment for you.