

Why choose IvyLeaf?



PLACE
STAMP
HERE

Our strong passion and dedication to our clients' success sets us apart from larger firms providing similar services at much higher prices. We can offer you:

- ⇒ 30+ years of business experience
- ⇒ Affordable, professional expertise
- ⇒ Flexible fees
- ⇒ Delivery of services on-site or off-site
- ⇒ Much more than bookkeeping!

Contact Us!

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IvyLeaf Business Services

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YOUR GREAT COMPANY
123 BEST STREET
SUCCESSVILLE BC V1V 1V1

Have you thought about outsourcing?

Outsourcing your **bookkeeping** can
make **good sense!**



IvyLeaf

Business Services

*Small business bookkeeping ... and
much more!*

www.ivyleafbusinessservices.com



Great Reasons to Outsource Your Bookkeeping




- ⇒ **Saves money.** Avoid employee expenses like benefits, work space and other overhead. The savings will be significant.
- ⇒ **Saves time.** No need to manage in-house staff so you can spend your time on the business and your customers.
- ⇒ **Get expert staff.** Experienced professionals can keep your books in order **and** can provide valuable business insights to help your company succeed.
- ⇒ **Easier than hiring staff.** No need for placing ads, interviewing and training, which can be costly and time consuming.
- ⇒ **More flexibility.** Match work hours to your needs. Fast turn around of deliverables and no staff downtime when your needs are less.

Our Services



Bookkeeping and much more! Here is some of what we can offer you **so you can stay focused on your customers and your business.**

 **Bookkeeping Services** - All the important functions - general ledger, accounts receivable and payable, inventory, payroll, reconciliations and more - on-site or off-site.

Management Reporting - We can design, build and prepare any report you need to run your business better, tailored to your company.



Budgets - Put our 17+ years of budgeting experience to work for you by letting us prepare your budgets and variance reports.

Cash Forecasts - Manage your cash resources more effectively by letting us prepare your cash flow forecasts.



Government Filings - Why spend your valuable time worrying about filings and deadlines? We can do that for you - GST/PST, payroll withholdings, WorkSafeBC reports, T4s and T5s, etc..

Policies and Procedures - We can create or update your office policy manuals, employee handbooks or any other risk control document.



Business Cases - If you are applying for financing or you need a business case for any other purpose, we can do the work for you.



Strategic Plans - We can help with your strategic and marketing plans that you need to help guide your company's future direction.



Helping your Business Grow and Prosper



We help our clients grow and prosper through outsourcing and interim **solutions.**

Our fees are **FLEXIBLE** - by the project or by the hour/week/month—based on **YOUR NEEDS** and **YOUR BUDGET.**

And we can deliver our services either on or off-site - your choice.

Our Mission

“To help our clients grow and prosper by providing them with professional business services at an affordable cost.”