



5 SIGNS

**It's Time to Hire  
a Bookkeeper**

Exactly how

# can a bookkeeper help me?

Running a small business is a whirlwind! Juggling tasks, chasing growth, and keeping customers happy leaves little time for bookkeeping. But organized finances are crucial.

Bookkeepers are your financial superheroes! They take care of everything from receipts to reports, including:

- Updating and categorizing income and expense transactions,
- Organizing receipts,
- Accounts receivable invoice management,
- Accounts payable bill payment assistance,
- Reconciling bank, credit card and loan statements,
- Recording journal entries, and
- Preparing monthly financial reports.

These reports reveal your business's health, guide smart decisions, and make tax time a breeze.

It's time to ditch the financial stress!



## About me

Hi, I'm Carrie, your bookkeeping professional. With over 25+ years of accounting and bookkeeping experience, I've always been a "numbers girl." It's what I'm best at. I welcome the opportunity to use that talent to help grow your small business and give you financial peace of mind.

## 5 SIGNS

# It's Time to Hire a Bookkeeper

01

### Your Bookkeeping is Behind

Once your bookkeeping falls behind, you're essentially flying blind. Outdated and inaccurate financial information makes it impossible to track your business's health effectively. Imagine running a marathon without a water bottle or knowing how far you've gone - that's what running a business is like without up-to-date financials.

02

### Bookkeeping Makes You Break Out in a Cold Sweat

Inaccurate books are just as dangerous as outdated ones. Maybe you started with good intentions, but bookkeeping and financial terminology throws you curveballs. Fear not! Understanding debits and credits isn't a requirement for running a successful business. As a small business owner, your focus should be on revenue-generating activities, not tasks that drain your time and money. A skilled bookkeeper can take the reins, freeing you up to focus on what you do best.

03

### Sales Are Up, But Profits Are Down (and It's a Mystery)

Celebrating sales is great, but what if your profits don't reflect that growth? Without proper bookkeeping, you might not be able to identify hidden expenses eating away at your margins. A skilled bookkeeper can analyze your income and expenses in detail, helping you understand where your money is going so you can pinpoint areas for cost-saving or improved efficiency.



**04**

## Unpredictable Cash Flow Makes Planning Difficult

Cash flow that fluctuates wildly can make it hard to plan for the future. With clear, up-to-date financial reports generated by a bookkeeper, you can identify seasonal trends and anticipate periods of higher or lower income. This allows you to plan for leaner months, build a buffer, and make informed decisions about investments or staffing.

**05**

## Bookkeeping is Stealing Your Precious Time (and Your Sanity!)

There are only 24 hours in a day, and as a small business owner, they're already stretched thin. Are you spending evenings and weekends wrestling with bookkeeping software instead of focusing on what truly matters? A skilled bookkeeper can free you from this burden, allowing you to reclaim your personal time. Imagine the possibilities! Spend quality time with loved ones, pursue a cherished hobby, or finally take that vacation you've been dreaming of.




# Ready to ditch the financial stress?

Hiring a bookkeeper is an investment in your business and yourself. With a professional managing your finances, you'll gain peace of mind, valuable insights, and the freedom to focus on what truly matters – making your business a success!

Let's connect with a FREE 15-Minute Consultation to discuss your business, your current financial systems and bookkeeping needs and see if we're a good fit to work together.

[Book a Call](#)

## Connect with me:

 (586)209-4223

 [carrie@breakfreebookkeeping.com](mailto:carrie@breakfreebookkeeping.com)

 [breakfreebookkeeping.com](http://breakfreebookkeeping.com)

