



Looking for a part-time bookkeeper for your business?

We're local and ready to assist with:

- Setting up a new QuickBooks Online (QBO) company, account or cleaning up your existing QBO
- Reconciling all your business accounts
- Providing clean books every month
- Processing daily receipts and business expenses
- Preparing monthly reconciliations from bank statements
- Organizing daily business transactions, old and new
- Helping with your tax filing and preparing GST/PST, A/R, A/P management reports, and more as per your needs

Email me to open a new account or inquire about our QuickBooks Online promotional offer today!

Alexa QBO Bookkeeper  
AlexaBC4924@gmail.com  
[www.AlexaBC.com](http://www.AlexaBC.com)