

# ASAP

As Simple As Possible  
ACCOUNTING & PAYROLL SERVICES, INC.

Accounting packages as individual as you are.

Professional

Accurate

Efficient

Quick Turnaround

No Contracts

## Employer Solutions

Payroll Processing

Employer Services

Business Coaching

Time & Labor Tracking

Background Screening

Online HR Support

Everyday solutions for your  
everyday business

—  
designed to fit your needs  
and your budget.



**High-Level Oversight** – Let ASAP take care of and review important monthly accounting tasks such as account reconciliation, sales tax remittance, financial review and reporting. We'll help you *understand* your business.

**QuickBooks® Online** – With ASAP's QuickBooks Online Accounting Service, you can access your financial data anytime, anywhere via a secure internet connection –all without transferring discs or having to schedule office visits to share data. And unlike boxed software, you'll always have the latest features.

**Paperless Bill Management** – With ASAP's web-based, automated work-flow system, your data entry and workflow just became a lot easier. Approve bills, review payments, store vendor contracts and company documents in our secure electronic database. \*Integrates seamlessly with QuickBooks.

**Online Accounts Receivable** – Simplify and track your receivables online, anytime, anywhere via our secure platform. Give your clients access to their account - initiate online payments, view complete invoice and payment history, receive confirmation that payments have been posted. \*Integrates seamlessly with QuickBooks.

**Business COACH** – Ever wonder how you could get more business? Where to cut costs? Let our Business Coach work with you to develop strategies to increase revenue, and streamline your operations.

**Business Start Up** – From registering your business with the designated entities, setting up your chart of accounts, to facilitation and oversight, ASAP's QuickBooks Pro Advisors® will give you the peace of mind, knowing that your business is set up correctly from the start!

**CPAs recommend ASAP** – We work with your tax preparers and assist your CPA with tax preparation and Filing.



Making Business As Simple As Possible

[www.businessASAP.com](http://www.businessASAP.com)

*celebrating 20 years!*