



BOOKKEEPING

HOW CAN I SAVE
TIME ON MY
ACCOUNTS?

McConachie Stedman

SAVING YOU TIME

Our bookkeeping service is tailored to meet your business needs. It leverages cloud technology to deliver a smart, seamless and fast service, and allows you to access your real-time data anywhere, anytime. By moving to online systems, you can get on with running your business while we take away the hassle of bookkeeping, payroll, BAS and reports.





WHAT WE DO FOR YOU?

Data Entry & Bank Reconciliations

Ensuring you're using the most appropriate system for entering your transactions and streamlining the process through automation. Entering data and making sure your accounts are reconciled.

Payroll

Making sure timesheets are completed, deducting tax, sending out pay slips, calculating super and making sure all paperwork is lodged correctly.

Keeping an eye on who owes you money

Helping ensure your clients pay on time with a debtor register and assisting you to build policies and procedures to minimise late payments.

Performance Reporting

Ensuring you have the right information at hand and assisting you to make more informed decisions.

Systems Advice

Assisting you to understand what programs and apps can link to your accounting software and helping you integrate them correctly.

Training

Assisting you and your staff to get the most from your accounting software through tailored one-on-one training and group courses.

Paying Bills

Paying your bills on time and storing your documents correctly for future reference.

LET'S GET STARTED

We help you understand what type of accounting software is best for you and your business. We're specialist bookkeepers in the following programs:

myob Reckon  

McConachie Stedman

MCCONACHIESTEDMAN.COM.AU

PHONE: 1300 363 866



TOMORROW'S SOLUTIONS TODAY