

Books and BAS by Kerrie Battison

Contract Bookkeeping and BAS related services



BAS agent
80121015

Professional Bookkeeper

Need to be confident your business is compliant with the ATO

Do you need assistance to keep your bookkeeping up to date

We get your accounts up-to-date, and keep them updated

What we can do for you

Set up accounting systems and software properly

Data entries and reconciliations including end of year processes

Ensure you are up to speed with legislative requirements

Preparation of payroll including lodgement of superannuation, payroll tax and workcover declarations including reconciliation and preparation of PAYG Summaries and required statutory reporting as required by law

Training

Xero and MYOB AccountRight (live or desktop)

We can organise conversion of your existing accounting file and can provide ongoing consultation, training and support of staff and management

Business and Instalment Activity Statements

As a registered BAS Service Provider we can prepare and lodge required activity statements and liaise with the ATO when required

End of Year

Ensure accounting files is reconciled and reviewed in preparation for handover to accountants for end year reporting and income tax returns

Remote Services

Services provided offsite with pick up and delivery available

Onsite visits and meetings available when required

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