



RAZOR
BUSINESS SOLUTIONS



A BUSINESS MANAGEMENT SYSTEM THAT ADDS VALUE AND TIME

The right business decision

There's no diluting the fact.
Business owners work hard,
all day and after-hours.
Accounts, payroll, business
management....

But you don't have to
do it all yourself. Razor
Business Solutions offer
you a professional, prompt
and cost effective business
management system.

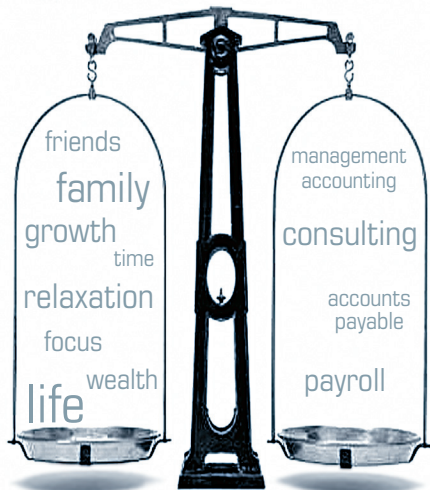
While you focus on your core business, we'll
make sure it operates as efficiently as possible.

- ◆ Management Accounting
- ◆ Accounts payable processing
- ◆ Payroll processing
- ◆ Business Sale and Purchase Advice
- ◆ Management Consultancy
- ◆ Budget Preparation and Maintenance
- ◆ Dispute Resolution

Working together with you, we'll develop
strategies to improve business performance
and create opportunities, maximise your returns
and minimise risks.

You know your business and we have the knowledge, resources and skills to help you manage it. So what we offer is a better balance. We'll work with you to create a business solutions package to suit your needs.

That way you can avoid the burden of non-profitable administrative duties, focus on your core business, and take back control.



Management accounting

We're not out to change your accounting processes. We'll work with you or your accounting advisors to improve your system.

Razor Business Solutions will:

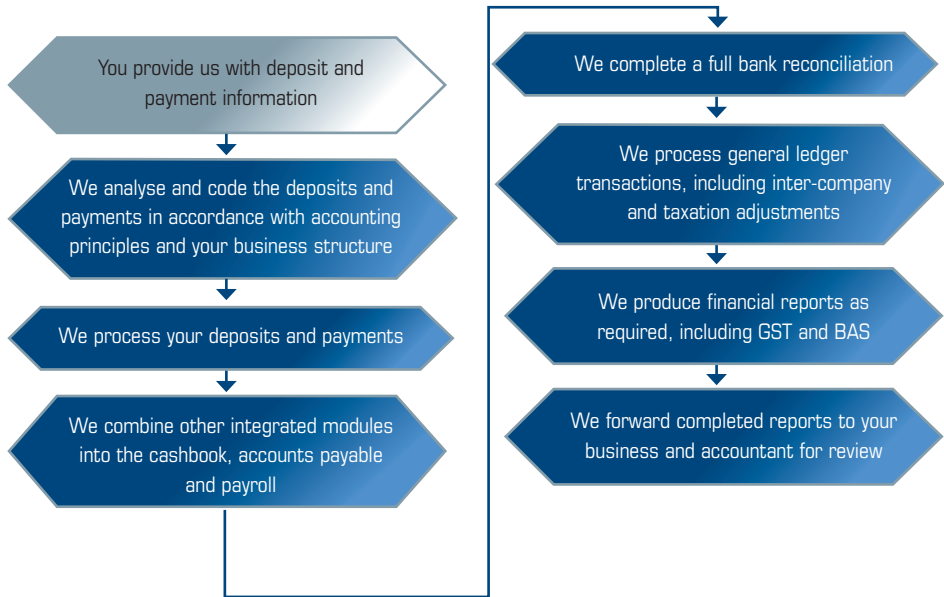
- ◆ Process and complete bank reconciliations
- ◆ Advise you on compliance accounting
- ◆ Process general ledgers, including inter-company transactions
- ◆ Prepare financial reports, including GST and BAS statements
- ◆ Produce profit & loss and balance sheet statements
- ◆ Budget & cashflow development is also available

We'll also provide additional reporting, including sales analysis, wages to turn-over calculation and variance reporting to budgets. We'll prepare budgets and fully integrated profit and loss, cash flow and balance sheet budgets using Winforecast.

We can assess the financial structure of your business and seek to improve your returns.

Outsourcing cycle flow chart

Management Accounting



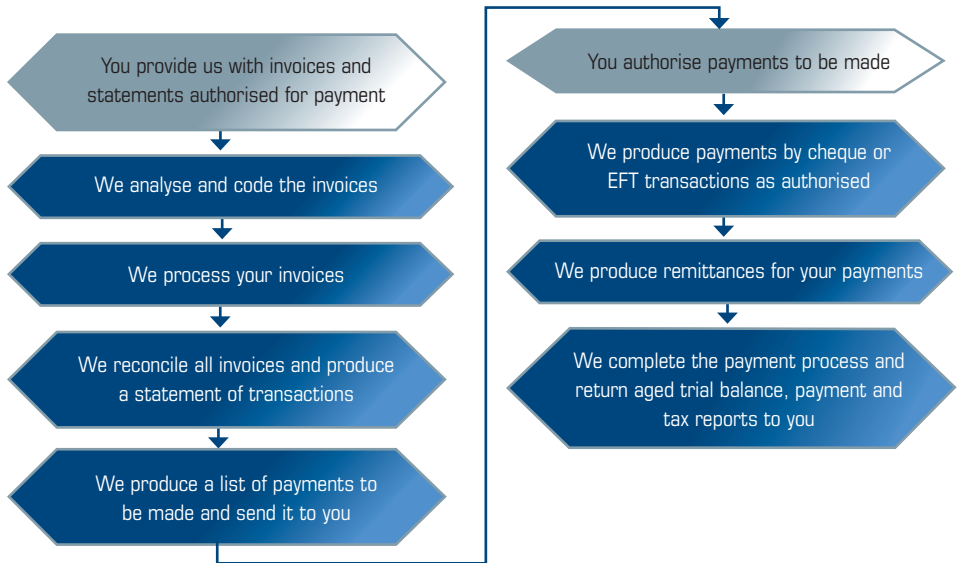
Accounts payable

You can use this service
as a stand alone or as part
of your Management
Accounting package.

Once we receive your invoices and statements, with authority to make payments, we'll code, process and reconcile all invoices, and produce a transaction and payment summary for the period. We'll produce payments in electronic or document format to pay your creditors. Plus an aged trial balance, complete with payment and taxation reports.

Outsourcing cycle flow chart

Accounts payable



Payroll

Our payroll service will include a thorough assessment of your requirements.

Razor Business Solutions will:

- ◆ Calculate wages
- ◆ Track leave history, staff entitlements and RDO
- ◆ Calculate allowance and deductions
- ◆ Process superannuation payments
- ◆ Process electronic payments
- ◆ Create yearly Payment Summaries
- ◆ Provide monthly and annual reports
- ◆ Organise PAYG, and calculate payroll tax

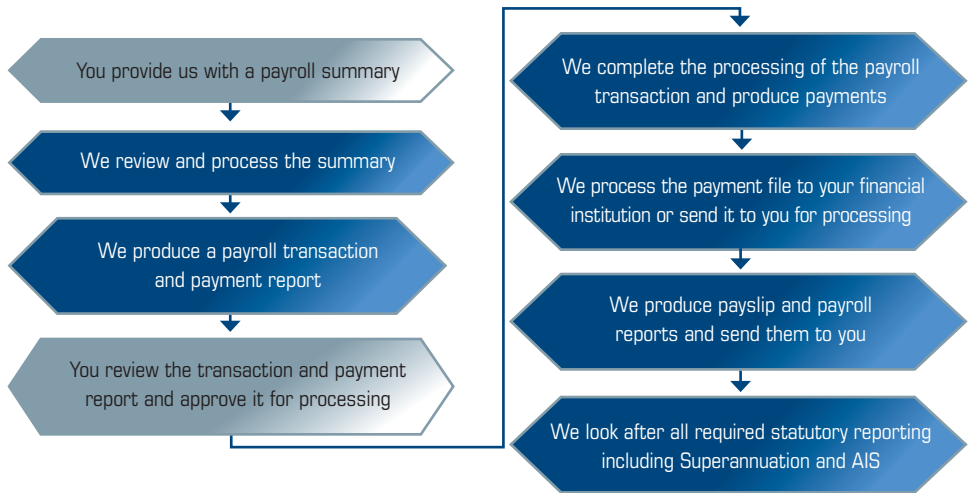
It's strictly your business

We respect and guarantee confidentiality, with a personalised service that is quick, reliable and efficient.

You simply fax or email us a summarised time sheet, and we'll have your payroll complete with reports and pay slips ready for distribution the next business day.

Outsourcing cycle flow chart

Payroll



Business consulting

With extensive business experience we can offer an unparalleled insight into “Business Management”.

Razor Business Solutions has been involved in a myriad of highly complex situations that can enhance any level of business. Management buy outs, national expansion, pre administration and operational efficiencies, dispute resolution and advocacy in the buying or selling of business are all areas of expertise.

Our focus is grouped under the following areas:

Training and skills development

We can tailor a course to suit business owners that seeks to lift their skill sets in business management, retailing, marketing, financial literacy and third party negotiation.

We provide workshops to financiers and universities nationally that target operational business owners and their senior management. It is a hands on experience taught by seasoned professionals that have the academic and experiential life history to add real value.

Business Management

Whether growing a business or experiencing a downturn you can access our skills and expertise. Management buy outs, interstate expansion and improved efficiencies are all areas that can add material value to your business. But if you find yourself in financial distress, in dispute or facing the prospect of an investigating accountant, you can contact us to give you straightforward practical advice. We are not here to tell you what you want to hear, we will tell you what you NEED to hear.

We can provide real solutions; we believe that business doesn't need excuses and hollow praise! It needs answers and options.

Buying or selling a business

Before making the decision to buy or sell you should always seek out the best professional advice available. Don't buy too high or sell too low, understand the value of the business fully and what the market is prepared to accept.

We employ CPA qualified accountants, sales professionals and experienced business owners.

Don't trust unqualified, inexperienced salesmen that promise the earth and never deliver.

Speak to us and see how smooth and rewarding this process can be.



RAZOR BUSINESS SOLUTIONS

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