



# LaoJee Consultants

Your affordable offshore Qualified - Certified Accountants

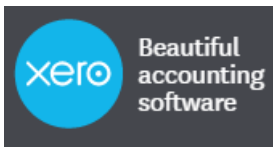
**OUT-SOURCE YOUR BOOKKEEPING AND ACCOUNTING - WE WILL HELP YOU**



If you DO NOT have proper skills, resources, time or experience to maintain your Accounts, we strongly suggest that you seriously consider outsourcing your Bookkeeping and Accounting work to LaoJee.

We have capable team of professional certified Accountants to maintain your books at minimal flat rates.

We are reliable and one of the leading Bookkeeping-Accounting Outsourcing Company. We offer outsourced reliable bookkeeping for individual, small business owners, accountants, accounting firms and CPAs. Accounting outsourcing is a rapidly growing trend and many small businesses are benefiting by outsourcing to us. Many CPAs who are over loaded with year-end tax work also leverage our bookkeeping services to take advantage of **our low rates**. We are their best kept secret!



## OUR SKILLS

- Bookkeeping & Accounting
- Bank and Credit Card Reconciliations
- AR / AP Management
- Month end closing
- 1099's Preparation
- Accounts payable and receivable
- Bank Reconciliation
- Checks Print, Bills Pay & Accounts PA
- Comprehensive management reports
- Credit Card Reconciliation
- Daily cash balance tracking
- Daily point-of-sale reconciliation
- Data Entry into QuickBooks

- Financial Statements for your Accountant/Attorney
- Fixed asset and depreciation tracking
- Invoice, Bank Deposit & Accounts Receivable
- Journal entry and general ledger maintenance
- Month, Quarter & Year End Closing
- Payroll Processing, Payroll Tax Returns, Quarterly, Annual, W
- QuickBooks Setup & Clean up
- Sales Rep commission tracking and reconciliation
- Sales Tax Returns
- Transaction classification, entry and verification
- Workers Compensation Report
- and Much more - - - - -

## SERVICES FOR **INDIVIDUALS, BUSINESS OWNERS AND COMPANIES**

### **MONTHLY ACCOUNTING & BOOKKEEPING SERVICE**

- Setup Chart of Accounts.
- Process Sales Invoices, Purchase Bills and Expenses.
- Monthly Bank and Credit Card Reconciliations
- Accounts Receivable Management.
- Accounts Payable Management.
- Inventory Setup.
- Payroll Processing.
- Monthly and Annual Financial Reports.



## SERVICES FOR **ACCOUNTANTS, ACCOUNTING FIRMS AND CPA'S**

Beside Normal Small and Medium Sized Companies, we also provide outsourcing services to Accountants, **Accounting firms and CPAs**. We manage your clients accounting and bookkeeping requirements on your behalf.

### **MONTHLY ACCOUNTING & BOOKKEEPING SERVICE**

- Setup Chart of Accounts.
- Process Sales Invoices, Purchase Bills and Expenses.
- Monthly Bank and Credit Card Reconciliations.
- Accounts Receivable Management.
- Accounts Payable Management.
- Inventory Setup.
- Payroll Processing.
- Monthly and Annual Financial Reports.
- Handle multiple clients.
- Provide hourly work reports for each client.



With team of **CPAs, ACCAs, ACAs, CMAs, MBAs (Finance), CIAs, CISAs** etc. we are fully equipped to render our best services well within time.

Our rates are peanuts compared Industry standard rates for such services and especially very High and Exorbitant rates charged by others who are mostly non-qualified and in-experienced Accountants providing poor results.

For further details kindly send your enquiries at our email [HELLO@LaoJee.com](mailto:HELLO@LaoJee.com) to know as how we can help and assist you to grow your profitability. We hope to have a long business relationship with you.

Best Regards

**Dr. Saleem Siddiqi**  
CEO - LaoJee

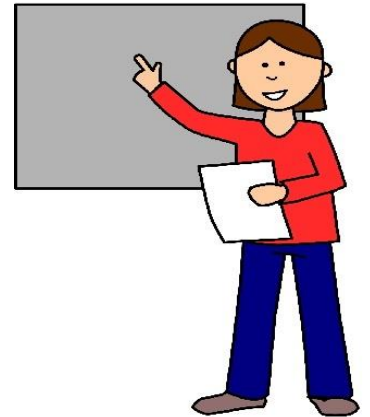


**Accounting . Bookkeepers**

(Please ask for Mr. Faisal - *FCA, FCCA, CPA, CMA, MBA* – Head of Accounts Outsourcing

## **VIDEO Presentation**

1. [LaoJee Accounting Outsourcing Methodology](#)
2. [LaoJee Accounting Outsourcing How we do it](#)
3. [LaoJee Accounting Outsourcing Accounting Work](#)
4. [LaoJee Accounting Outsourcing Process](#)
5. [LaoJee Accounting Outsourcing Withdraw Money from Business](#)



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