

# Who are we? ... Numeric Eight

We're a team of talented bookkeepers who are passionate about providing a customised service to our clients.



We provide solutions for small to medium size businesses. Whatever you're looking for we will strive to provide a bookkeeping solution for you. No jargon, no agenda, just a friendly professional service.



Australian Government
Australian Taxation Office

# We're unique and here's why

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#### Account Managers

We provide you with a dedicated Account Manager who offers a personalised service.



We are a solutions based business so we can tailor to your requirements.



#### Your finance department

You'll feel like you have your own finance department.



We have a quality control system which ensures we provide you with accurate on time services

and reporting.

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#### Extensive experience

Our team are top notch! We have extensive MYOB/Xero and bookkeeping experience. We always strive for excellence.



#### Versatility

We're versatile – we have a track record of being able to service any industry... including yours!



#### Big picture thinking

A hands-on business owner who has business and commercial experience and plays an integral role in the company. The big picture is in sight.



#### Reliability

We're always there for you! Your accounts are always covered by two people so you'll know where you stand.



# S reasons to choose us

We'll be like your own outsourced finance department available every working day without the on-site costs.

You'll only pay for the services you require.

# **Payroll Services**

From timesheets to the preparation of payslips and payment of salaries and superannuation, payroll is a time-consuming activity. Accrual and recording of staff entitlements is a headache most employers don't want. We can process your payroll on time and accurately.

There's always more than one person responsible for your accounts, this mitigates your risk and your payroll will always be done!

We'll manage all of your financial correspondence every business day of the week.

We'll customise our service to suit your needs.

We'll act for you. We can take your finance calls as if we are actually on-site.

We'll provide you with regular detailed monthly financial forecasting and reporting - if that's what you want!

We'll agree rates upfront just one invoice per month with no other hidden costs

## Monthly / Quarterly Compliance

We will process BAS and IAS statements on your behalf accurately and in a timely fashion, ensuring your business remains compliant with the ATO.

## **Software Migration & Integration**

We can transition data, accounts and functionality from one software application environment to another. We have many years of experience helping clients to utilise the most appropriate software.

# Levels of service

Your Integrated Finance Department

A comprehensive, integrated finance function you can count on, no matter how challenging your requirements might be. As the largest independently owned bookkeeping firm in Australia, there's nothing we can't handle.

# Bookkeeping

## **Accounts Payable**

Complete payments on your behalf and control expenses by processing and managing your creditors.

## Accounts Receivable

Receive payments on your behalf and accurately record the details. Generate invoices on your behalf.

# **Beyond Bookkeeping**

## Actual vs Budget Reporting

**BAS and IAS Submission** 

We will provide this important report which details your budget and how you are tracking to achieve it. These documents are a tax requirement which we can prepare on your behalf.

## **Bank Reconciliations**

Identify any discrepancies with your bank balance against your bank statements.

#### **Cloud Accounting Software**

We have skills in a range of products including Xero, MYOB, Receipt Bank and Netsuite.

## **Budget Forecasting**

We will discuss what your revenue expectations are for the future and devise a plan for you to achieve this.

## **Cash Flow Reporting**

We can provide up-to-date cash flow reporting.

## Data Entry

Accurately enter data into either MYOB, Xero or the software that you use.

#### **Expense Reimbursements**

Pay back employees who have spent their own money on businessrelated expenses.

## Comprehensive Reporting

We can compile and review a financial report package that is tailored and meaningful to you.

## **Debt Collecting**

We can contact your clients to obtain payment in a professional manner. This will free up cash flow.

# **Payroll Runs**

Have peace of mind knowing that your employees are paid on time.

## Superannuation

We ensure your employees statutory requirements are compliant.

# Payroll Tax

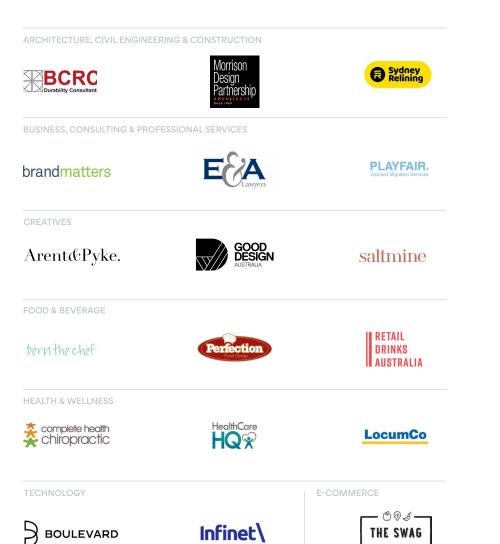
Have peace of mind knowing that your employees are paid on time.

# **Profit and Loss Reporting**

We report on your revenue and expenses during a specific period.

# Some of our valued clients

We work closely and pro-actively with a broad range of clients to fulfil their bookkeeping and finance function needs. Our diversity across industry sectors means we are adaptable to service any company.



# **Customers love Numeric Eight**





the resources available from Numeric Eight, which gave me the confidence to proceed with the engagement. Numeric Eight enables us to move quickly — they had plenty of resources to support us.

I was impressed with the level and extent of



James Hunt CEO | Wilson & Gilkes



BAJA PROJECTS

I'm really comfortable with Trudi's approach — really proactive. She was interested in what makes sense for my business and has produced a dashboard that's easy to understand! I thought bookkeeping was a bit of a science... once discussing, I realised the service went quite a long way beyond that!

Brian Whealing Project Manager | Baja Project Management



I would highly recommend Numeric Eight- it was the best decision we made as they make our lives easier. My account manager is proactive, approachable and always available to us.

#### Jasmina Vernon

**VERNON PARTNERS** 

Director and Property Consultant | Vernon Partners



I have a great team at Numeric Eight! We have been clients for over 6 years and Numeric Eight have been instrumental in supporting my business every step of the way- they are an extension of my business"

Kevin Birger Managing Director | Perfection Foods Group





We have been utilising the services of Numeric Eight to assist us with our accounting, payroll and taxation obligations since 2018. The service provided to us has always been excellent, delivered in a timely and effective manner. This has been particularly evident in their recent response to the issues caused by the COVID-19 pandemic. The assistance and guidance provided by Numeric Eight has been invaluable and has provided us with a great deal of reassurance during such a stressful time.

Leanne Alfonso Practice Manager | E&A Lawyers



I was in need of a new bookkeeper urgently and found Numeric Eight on the internet. I have been thrilled with their faultless service, accuracy and efficiency.

**Angela Thwaites** Director | Healthcare HQ











Finalist MYOB Bookkeeping Practice of the Year

Finalist for Bookkeeping Firm of the Year 2020

Finalist for Women in Finance Award 2018

Xero Partner

# How to get in touch

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**Numeric Eight** 

Trudi Yip

# numeric.eight®

beyond bookkeeping



