

# BUKATY PAYROLL & ACCOUNTING SERVICES

*Let the Experts Handle it.*

Accounts Payable | Accounts Receivable | Bookkeeping  
Financial Reporting | Payroll Administration



***We Make It Easy For You***  
*The support you need, when you need it, at a price you can afford.*



## WHY BUKATY PAYROLL & ACCOUNTING SERVICES?

Anyone who runs a business appreciates the importance of good financial information. But acting as a controller — or handling bookkeeping and other critical accounting functions — can distract you and your overburdened staff from your core competency. And that can really hurt your business’ prospects for success. It’s no wonder that a majority of small businesses choose to outsource at least one or more accounting functions.

At Bukaty Payroll & Accounting Services, our skilled experienced professionals use secure, best-of-class technology and a proven process to deliver a full suite of accounting services. Thanks to our seamless integration of people, technology and process, we deliver critical financial information that supports the success of your business.



### PEOPLE

#### People

With an average of 15 years of industry experience, all of our accounting professionals have a bachelor’s degree in accounting, with many holding advanced degrees and CPA designations.



### TECHNOLOGY

#### Technology

We collaborate with your team using best-of-class cloud accounting tools in a highly secure environment.



### PROCESS

#### Process

We start with efficient standardized processes that we can customize to fit your unique needs.

All of your source documents are archived in your secure document portal and easily accessible by you and your accounting support team to manage your needs efficiently and effectively.

Your back-office documents (e.g., bills, invoices and receipts) can be sent by one or more of the following ways.



Send documents via email



Upload docs via document portal



Submit photos of docs via smartphone app



Mail hard copies using our prepaid envelopes



# DELIVERING COMPREHENSIVE, EFFICIENT ACCOUNTING SERVICES

## GROW YOUR BUSINESS WITH FINANCIAL INTELLIGENCE

When you work with Bukaty Payroll & Accounting Services, there's no need to hire a controller, an HR administrator or an accounts payable manager. We can fill all those functions, giving your business one comprehensive, cost-effective, long-term solution for your accounting needs. As a result, you and your team can focus on what you do best. By working with Bukaty and Supporting Strategies, you'll be able to:



Concentrate on  
building your  
business



Make better  
business decisions  
with real-time  
financial data



Count on financial  
systems that  
efficiently scale as  
your business grows



Benefit from a  
premier team  
of accounting  
professionals



Institute procedures  
& controls that  
minimize risk

## FLEXIBLE, AFFORDABLE SERVICE OPTIONS

Supporting Strategies offers a range of outsourced accounting support services that will transform the financial management of your business. We can help you determine which services will help your business thrive.



Expense & accounts  
payable management



Revenue  
recognition,  
customer invoicing  
& accounts  
receivable



Bookkeeping &  
month-end close



Financial reporting,  
budgeting & analysis



Payroll &  
human resource  
administration

Determining what type of bookkeeping solution is right for your business can be confusing. The chart below shows how the Supporting Strategies team compares to a traditional bookkeeper. A traditional bookkeeper — whether an employee or independent, is only one person, with a limited skillset. With Supporting Strategies, you have a team of professionals who have a wide range of expertise and follow a proven process.

|            |                                  | TRADITIONAL BOOKKEEPER  | SUPPORTING STRATEGIES   |
|------------|----------------------------------|---|---|
| PEOPLE     | <b>BUSINESS INSIGHT</b>          | <ul style="list-style-type: none"> <li>• Basic reports, lack of business insights</li> <li>• Desktop tools and manual processes</li> <li>• No backup or security standards</li> <li>• Limited business-process awareness = lower-quality bookkeeping</li> </ul> | <ul style="list-style-type: none"> <li>• Standardized reporting and insightful analytics</li> <li>• Process efficiency tools</li> <li>• Data security and training</li> <li>• Solid understanding of business operations = higher-quality work</li> </ul> |
|            | <b>EXPERIENCE</b>                | • Varies  | • 10 years professional experience, on average  |
|            | <b>EDUCATION</b>                 | • Varies  | <ul style="list-style-type: none"> <li>• College degree in accounting or a related discipline required</li> <li>• Many also have advanced degrees and/or a CPA designation</li> </ul>   |
|            | <b>BACKGROUND CHECK</b>          | • Uncommon  | <ul style="list-style-type: none"> <li>• Professional reference check</li> <li>• Criminal background check</li> </ul>   |
|            | <b>CAPACITY</b>                  | <ul style="list-style-type: none"> <li>• Limited hours lead to delays and backlogs</li> <li>• Usually not able to grow with client</li> </ul>   | <ul style="list-style-type: none"> <li>• Dedicated, cross-trained teams</li> <li>• Can scale and grow as client's needs change</li> </ul>   |
|            | <b>SKILLSET AND OVERSIGHT</b>    | • No checks and balances = increased likelihood of errors   | • Work in teams with controller-level oversight   |
| PROCESS    | <b>TOOLS</b>                     | • Lack of consistent process  | • Standardized processes in WorkPlace, our proprietary technology   |
|            | <b>WORKFLOW MODEL</b>            | <ul style="list-style-type: none"> <li>• No checks and balances in place</li> <li>• No backup for vacations or illness</li> </ul>   | • Team model  |
| TECHNOLOGY | <b>EFFICIENCY AND AUTOMATION</b> | <ul style="list-style-type: none"> <li>• Manual processes</li> <li>• Less efficient</li> </ul>  | <ul style="list-style-type: none"> <li>• Using cloud-based tools = more efficiency and more time for analysis</li> <li>• New solutions continuously vetted by a team of trained professionals</li> </ul>  |
|            | <b>SECURITY</b>                  | • Unknown and uncertain   | <ul style="list-style-type: none"> <li>• Password-protected, encrypted file storage</li> <li>• Two-factor authentication</li> <li>• Read-only access to bank accounts</li> </ul>  |

### Get Started Today

Are you ready to transform your accounting department? Contact **Tom Ross** at **913.258.2241** or **tross@bukaty.com** to learn more about our extensive suite of services.