

ED MURPHY & COMPANY

Business Services

Small Business Accounting

Monthly Bank Account
Reconciliation

Monthly Income Statements

Monthly Balance Sheet

Compatible With QuickBooks
or Our Software

Year End Tax Consulting

Workers' Compensation
& Disability Insurance Audits

Relationships with Payroll
processors, such as
Paychex, ADP, Prime Pay,
Gusto & QuickBooks

Payroll Services

Quarterly IRS & State
Payroll Reporting & Filings

EFTPS & NYS Tax Deposits
Calculated & Deposited

Federal & State Year End Payroll Filings

Annual Payroll Tax Reports
& Preparation of W-2s & 1099s

Sales Tax

Preparation of Sales Tax Filings

Prepared Quarterly
or Annually (when applicable)





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TIME IS MONEY

As the owner of a small or mid-sized business, it can be challenging to find the time to maintain your business records. However, accurate and well-organized financial information is critical to your business's financial health.

By utilizing our monthly/quarterly write-up services, you can make life easier during tax time. It will also make it easier for you to quickly access important financial numbers when analyzing profit and when dealing with potential lenders, such as banks, investors, and vendors.

We offer the following services on a monthly or quarterly basis:

Bank reconciliation, which means we compare your internal financial records against the records provided to you by your bank, ensures that any unusual transactions caused by fraud or accounting errors can be easily identified. It also allows you to manage your cash flow and spot any inefficiencies. Timely reconciliation of your bank accounts makes sure that all transactions have been entered, are accurate, and the financial statements are a true reflection of how your business is doing.

A Balance Sheet communicates the so-called "book value" of your business, as calculated by subtracting all the business's liabilities and shareholder equity from its total assets. It measures the financial condition of your business at a specific moment in time.

Monthly Income Statements (also known as a Profit and Loss Statement) summarize your business revenue and operating expenses over a specific period of time. This helps you calculate your net income for that same period. It is the benchmark for knowing how your business is performing. The Income Statement, along with the Balance Sheet, provides the most basic and most important financial information for managing your business. Potential lenders also require Income Statements and Balance Sheets when considering credit limits.

Let EJM handle all your monthly bookkeeping and accounting needs, so you can focus on what you do best....running and growing your business.