



Comparison of Client Accounting & Advisory Service Levels

	VIRTUAL BOOKKEEPING	VIRTUAL BACK OFFICE	VIRTUAL CONTROLLER	VIRTUAL CFO
OBJECTIVE	Historical Record Keeping and Tax Services	Real Time Financial Visibility	Enhanced Reporting and Automation	Grow Your Business
SERVICES				
ACCOUNTS RECEIVABLE			✓	✓
ACCOUNTS PAYABLE			✓	✓
BANKING TRANSACTIONS	✓	✓	✓	✓
PAYROLL POSTING	✓	✓	✓	✓
RECORDKEEPING	✓	✓	✓	✓
1099 PROCESSING	Invoiced Separately	Invoiced Separately	✓	✓
MONTHLY CLOSE	✓	✓	✓	✓
FINANCIAL REPORTING	✓	✓	✓	✓
MANAGEMENT REPORTING			✓	✓
DASHBOARDS/KPIS			Basic	Customized
PROCESSES			✓	✓
CONTROLS			✓	✓
INTERFACE WITH AN ACCOUNTANT			✓	✓
AUTOMATION	Minimal	Minimal	Basic	Enhanced
ANNUAL FINANCIAL PLAN				✓
CASH FLOW PLANNING				✓
STRATEGIC GUIDANCE				✓
BANK RELATIONSHIPS				✓
BUSINESS REVIEWS				✓
GROWTH RECOMMENDATIONS				✓
SERVICE LEVELS				
SCHEDULE MEETINGS	A la carte	Quarterly	Up to 2x per month	Up to 6x per month
TRANSACTION PROCESSING	30 Days	4-5 days	2-3 days	1-2 days
PROJECTS				
REVIEW/AUDIT MANAGEMENT		A la carte	A la carte	A la carte
DOCUMENT PREP FOR TAXES	A la carte	A la carte	✓	✓
DUE DILIGENCE		A la carte	A la carte	A la carte
BOARD MEETINGS			A la carte	✓
INSURANCE REVIEW			A la carte	✓
AD HOC PROJECTS		A la carte	A la carte	A la carte
PRICING				
ONE-TIME ONBOARDING*		1 month	1.5 months	2 months
MONTHLY SUBSCRIPTION COST STARTING AT	Hourly Rate	\$1,500	\$3,500	\$6,500

* Onboarding fee will be waived for new clients that participate in an Assessment and Implementation Phase