



OUTSOURCED ACCOUNTING

ACCOUNTING & BOOKKEEPING

- Payroll Processing and Tax Reporting
- Bill Payment
- Bank Reconciliation
- Sales and Use Tax Reporting
- Financial Statement Preparation

CONTROLLERSHIP

- End of Month Closing
- Account Analysis
- Depreciation Schedule Maintenance
- Financial Statement Ratios and Analytics
- Tax Planning and Preparation

INDUSTRY SPECIALTIES: Restaurants • Oil & Gas • Professional Services • Contractors • Not for Profit • Healthcare

WHY SHOULD I OUTSOURCE MY FINANCE AND ACCOUNTING NEEDS?

KEMPER OUTSOURCED ACCOUNTING **FACTS**

Focus on core business: Outsourced accounting frees up valuable managerial time.

Access to multiple specialties: Access an expanded knowledge pool without hiring additional staff.

Cost reduction: Save on payroll and occupancy costs.

Timely and accurate results: Gain access to better technology and improve analytical capabilities.

Sustain control and accountability: Make running your business easier and processes safer.

Kemper Outsourced Accounting FAQ

Who will I work with if I outsource my general accounting to Kemper CPA Group?

You will be assigned a Client Representative who is responsible for completing your work. This staff person will be accountable for completing the work timely and accurately based upon your requirements. Each Client Representative is directly managed by the partner over your account.

How do I get my information to and from Kemper CPA Group?

Kemper CPA Group aligns the method to your situation. Our clients electronically send the documents by email or fax, vendors directly mail invoices to us, and clients drop off or mail documents. Clients can also take advantage of our secure portal for document transfer. In specific situations, our staff performs their responsibilities at your business location.

How often would you pay our company's invoices?

The frequency of bill paying is based upon your company's needs. We will set up a schedule that meets your vendor requirements as well as your specifications.

How am I charged for the general accounting outsourced services?

The cost of services will be based on the resources your business requires. After the preliminary discussions with the staff at Kemper CPA Group, a monthly amount for the engagement will be presented to you for approval. The engagement contract will outline the services agreed upon in addition to each party's responsibilities and the contracted monthly amount. Each month, you will receive an invoice reflective of the agreed upon amount for the contracted services.