

Your time is better spent working on your business – not in your business.

RAD is our all-inclusive small business accounting package. For an affordable monthly fixed fee, we will take care of your accounting and bookkeeping tasks – including paying bills, balancing checkbooks, and providing helpful financial data along the way including critical quarterly analysis of your books. All activity is facilitated online through our advanced, secure, web-based platform... offering ultimate convenience to you.

This cost effective solution to your bookkeeping needs relieves you of the hassles associated with managing a myriad of accounting tasks and the headaches that come with it.

Time is money!

We handle accounting tasks within a completely digital, paperless workflow - customized to your business needs and budget. Our web-based platform offers convenience and real-time interaction with our firm's accountants and bookkeepers.



THE VALUE OF RAD.

RAD provides you with the **peace of mind** that comes with knowing that all of your accounting needs are being managed by your trusted advisor.

BENEFIT NOW: Allowing us to become your internal accounting department eliminates the need for costly full-time bookkeeping staff. Hiring a bookkeeper (even on a part-time basis) can cost a small business anywhere from \$800 to \$1,000 each month. RAD gives you the flexibility to “cherry pick” the bookkeeping services that will best serve your business at a fraction of the cost - \$400 - \$700 per month depending on the level of services.

BENEFIT LATER: Allowing Davis & Hodgdon’s team of CPAs to manage your bookkeeping tasks will ensure accurate, reliable records - resulting in significant efficiency (translating to cost savings for you) during the preparation of your tax return(s).

Consider the day-to-day tasks that we can take off of your plate:

- **Process bills fast and easily.** We can return relevant information to you quickly.
- **Balance your checkbooks.** Through our secure website, you can access your checkbooks for up-to-the-minute views of your financial standing.
- **Create detailed statements and reports to keep you updated on your financial status.** Your data is collected in real time so we can offer you a current view of your financial status throughout the year.

RAD

THE PROCESS...

We work with you to make sure that your RAD implementation is smooth and virtually effortless. Implementation begins with a thorough assessment of your needs and follows with training. From there, we explain processing schedules.

Setup & Training – We meet with you to assess your accounting needs. Once determined, we instruct you on the information and data required to manage your bookkeeping tasks. We also work with you to designate a point of contact (POC) in your office. We will train the POC on the process of providing our firm with the daily information required to generate your financial information. We also train your POC on how to use RAD tools on the web.

Processing Schedules – the following represents the level of work performed at each stage of processing.

- **Daily** - Your POC sends bills to our firm. We process online and return to POC for approval and to schedule payment due dates.
- **Monthly** - Our firm reconciles your bank accounts and prepares journal entries.
- **Quarterly** - Our firm performs a quarterly analysis to provide you with the critical financial information that could impact your business and personal taxes.
- **Annually** - The use of RAD enables the firm to prepare your business and personal tax returns with maximum efficiency resulting in cost savings for you. In addition, the tax return fee(s) can be incorporated into the monthly RAD fee for your convenience.
- **Ongoing** - Our firm reviews your financial data throughout the year and provides critical financial reports that are easy to comprehend and apply within your business - ensuring you have a clear understanding of your financial health at all times.

CONTACT US TODAY!

For more information on RAD or other services, please contact our office at 802.878.1963 (Williston) or 802.775.7132 (Rutland).

“Our job isn’t complete until you have a clear picture of your business’ financial health. We go beyond the numbers to provide you with the insight you need throughout the year, providing you with the precious time you need to focus on what really matters to you – the future of your business.”