BOOKKEEPING PACKAGES LTD

Reliable Records. Confident Decisions.

BOOKKEEPING SUPPORT FOR FRACTIONAL FD CLIENTS

Your advice is only as good as the numbers underneath it.

I provide ongoing bookkeeping to the businesses you advise, giving you accurate, current records on which to base your Fractional FD work.

Stuart Kerr

Founder, Bookkeeping Packages Ltd

- **Reliable books for your client**

  Current reconciliations, maintained ledgers and properly organised financial records.

- **Better information for you**

  A stronger foundation for management accounts, forecasting, cash-flow planning and strategic advice.

- **Consistency across your client portfolio**

  Where appropriate, I can work to an agreed bookkeeping structure, chart of accounts and month-end process across multiple clients.

DIRECT OR WHITE-LABEL

**You advise the client.
I keep their books in order.**

20+ YEARS	DIRECTOR-LEVEL	c. £10m BUSINESS
Hands-on financial and operational responsibility	Cash flow, reporting and financial control	Built from start-up and managed through significant growth

WHY THE BOOKKEEPING MATTERS

Your recommendations become difficult to apply when the underlying books are not up to date.

Fractional FDs are brought into businesses to improve financial visibility, strengthen cash flow, challenge management, build forecasts and help owners make better decisions. All of that depends on the quality of the underlying financial records.

WHEN THE BOOKS ARE WRONG OR LATE

- Cash flow: A forecast starts from the wrong position.
- Management accounts: Numbers need correcting before they can be interpreted.
- Margins: Cost and gross-margin analysis becomes unreliable.
- Debtors: Collection decisions may be based on balances that are no longer real.
- Budgets: Forecasts are built on questionable historic information.
- Your time: Senior FD time gets diverted into reconstructing what actually happened.

THAT IS WHERE I FIT

I provide the ongoing bookkeeping service to your client so that the financial information underneath your work is current, reconciled and properly structured.

What I can provide

- Bank and credit-card reconciliations
- Sales and purchase ledgers, debtors and creditors
- Historic balance investigation and clean-up
- Payroll, VAT and control-account reconciliation
- Consistent coding and supporting records
- Month-end bookkeeping around your timetable
- Clean year-end handover and liaison where bookkeeping affects your advice

CONSISTENCY ACROSS YOUR CLIENT PORTFOLIO

I adapt the bookkeeping to support your reporting model, not the other way around.

Where you support several businesses, there can be real value in agreeing a common bookkeeping structure across suitable clients. That can include a standard chart of accounts, consistent coding conventions and a common month-end process. The businesses remain individual, but the financial information becomes more familiar and predictable - reducing the time you spend interpreting how each set of books has been constructed.

A SIMPLE WORKING RELATIONSHIP

You retain the client relationship. I support the bookkeeping underneath it.

01

Will you interfere with my client relationship?

No. You remain the Fractional FD and strategic finance adviser. My role is bookkeeping, not replacing your advisory relationship.

02

Will I have to manage the bookkeeper?

The objective is the opposite. Routine bookkeeping queries can be handled directly with the client, with matters escalated where they affect your reporting or advice.

03

What if the books are already a mess?

I can stabilise historic issues, reconcile the records and establish a reliable starting point. Significant catch-up work is scoped separately.

04

Do I have to change the way I work?

No. I can work to your preferred chart of accounts, reporting structure, month-end timetable and bookkeeping conventions.

05

Direct or white-label?

Either. I can contract directly with your client or work on a white-label basis under an agreed arrangement that fits your existing relationship.

06

What if their existing bookkeeping already works?

Then there may be nothing to change. This is for clients where poor, late or inconsistent bookkeeping is getting in the way of the work you are trying to deliver.

TYPICAL ONGOING FEE

£250

per month

Subject to volume and complexity. Significant catch-up work is agreed separately.

15% RECURRING REFERRAL

Paid to the introducer or, if preferred, donated to a charity of their choice.

Entirely optional.

PROFESSIONAL BOUNDARIES

I am happy to liaise with the client's accountant and other advisers.

Tax, statutory accounts, audit and specialist advisory work remain with the appropriately qualified professional.

Have a client whose bookkeeping is holding you back?

A short introduction is usually enough for me to establish whether I can help.

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