

By The Book Accounting, Inc.
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Frequently Asked Questions

What's the difference between a bookkeeper and an accountant?

Generally, a bookkeeper is a person *without* a college degree in accounting who performs much of the data entry tasks. This includes entering the bills from vendors, paying bills, processing payroll data, preparing sales invoices, mailing statements to customers, etc.

The accountant is likely to have a college degree with a major in accounting and takes over where the bookkeeper leaves off. The accountant will prepare adjusting entries, financial statements and assist management with understanding the financial aspect of their business. Accountants also prepare tax returns.

What are your rates?

Each of our services is priced differently. For instance, our bookkeeping service is priced at an hourly rate while our tax services are priced per form.

Do you have packages for small business owners?

No. Our services are fully customized to fit the needs of our clients. We will only provide you with the services that your business needs. No more. No less.

Can you teach me how to keep my own books?

Yes. We work with lots of small business owners and teach them how to keep their books. This enables them to know the ends and outs of their business. We teach them the same system that we use so when they get too busy to continue to keep the books, they can turn it over to us. In the past the transition has been seamless.

Do you provide a free consultation?

Yes. We provide a 30 minute free consultation generally done over phone (you are welcomed to come into the office if you'd like). During this consultation, you'll have an opportunity to tell us about your situation. This allows us an opportunity to see if our services are a fit for your specific needs.

Can you work with clients that are not located in Georgia?

Yes. We work with clients across the country. Thanks to modern technology, location is not an issue for our business. We currently have clients that we have never met in person but they have been our clients for years.

What makes you different from any other accountant?

We strive to provide our clients with "true" customer service. We don't sell our clients services they don't need. We listen to the needs of our clients. We get to know our clients as individuals (and not just a file folder). We value the relationships and work extremely hard to keep them.