

### We can help you with...

- ✓ **More time** *for you to concentrate on your business*
- ✓ **Freedom from the stress** *of doing your own bookwork*
- ✓ **Better financial control** *of your business*
- ✓ **Value for money** *for the services provided*
- ✓ **Trust and confidence** that the job will be done correctly the first time and every time

### Bookkeeping services fees & Bookkeeping hourly rates

ONSITE/MOBILE Bookkeeping Services	\$65 per hour
OFFSITE Bookkeeping Services	\$55 per hour
BAS Preparation, BAS Lodgement, Payment Summary Preparation (When completed as a part of the regular Bookkeeping service)	\$65 per hour
IAS Preparation, IAS Lodgement (When completed as a part of the regular Bookkeeping service)	\$40 per hour
Administration Fee - an annual fee to Offsite clients only - for printing all report, stationary, storage and other associated costs	\$55

### All hourly rate contracts have the following conditions

- Hourly charges apply to the nearest 15-minute block.
- Three hour minimum charge per visit applies to all bookkeeping work.
- Travel Time is from our office to your office – a base rate of \$20.
- If any parking charges are incurred at your premises, they will be added on
- Telephone/email support – included in costs
- BAS/IAS charges are in addition to the applicable hourly rate.
- Cancellation of appointment requires a minimum of 24 hours notice or a cancellation fee of a minimum charge rate of one hour may apply.
- Missed appointments will be billed at a minimum charge rate of one hour.
- All charges are subject to GST (10%)
- Our terms of payment are strictly 14 days from the date of each invoice.

## What we offer

Professional Bookkeeping Services by a qualified Management Accountant

- 20 years experience in financial services
- 13 year experience with Bookkeeping clients
- 12 years experience in Management Accounting roles
- Post-graduate qualifications in Professional Accounting
- Registered BAS Agent
- Member of the Institute of Public Accountants (IPA) and the Australian Taxation Board (ATB)
- Full Professional Indemnity Insurance cover – means you can receive advice in full confidence

OneCloud Accounts was established in 2002 and is proudly owned and operated by Nerilee Gregory, an experienced professional who has been working in the financial services industry since 1996.

Nerilee holds a Post-Graduate Professional Accounting qualification with UNE, is a registered BAS Agent and an Associate Member of The Institute of Professional Accounting (IPA), one of Australia's 3 regulatory accounting bodies.

Nerilee has worked as a Management Accountant for ASX listed companies, Not-for Profit Organisations and many Small Businesses.

You can trust that you will receive a 'professional' bookkeeping service that is backed by the Institute of Public Accountants (IPA) and the Australian Taxation Board (ATB) .

OneCloud Accounts are fully insured and covered by Public Indemnity Insurance. All work is covered by stringent ethical and professional guidelines. IPA members have met a high level of education and meet the requirements for registration within Financial Services, Company Auditor and Tax or BAS Agent.

It also means that we are backed by CPA Accountants 'Professional Assist' services giving us 24/7 tailored and expert advice on all business issues. Responses to you queries are fully covered by Professional Indemnity Insurance – meaning you can receive advice in full confidence.

Contact Nerilee for a free confidential discussion [Nerilee@onecloudaccounts.com.au](mailto:Nerilee@onecloudaccounts.com.au)

### **Nerilee Gregory**

Bookkeeping | BAS Agent | Business Consultant  
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[www.OneCloudAccounts.com.au](http://www.OneCloudAccounts.com.au)

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