



**PROFIT PATHWAYS**  
BOOKKEEPING  
CLEAR PATHS. CONFIDENT PROFITS.

# BOOKKEEPING AND VIRTUAL ASSISTANT SERVICES

ARE YOU A SMALL BUSINESS  
OWNER FEELING OVERWHELMED BY  
YOUR BOOKS OR ADMINISTRATIVE  
TASKS?

**We offer:**

- ✓ **Bookkeeping:** Reliable, accurate and customized bookkeeping to keep your finances organized, compliant and ready for tax time.
- ✓ **Virtual Assistant Support:** Help managing your schedule, answering emails, organizing files, or handling other administrative tasks so you can focus on what you do best.

**MORE INFORMATION**

[www.profit-pathways.net](http://www.profit-pathways.net)

780-545-8933

