



book·keep·ing • \bük-,kē-piŋ\ • noun • “keeping the books”

- the systematic recording of a company's financial activity so you can clearly see performance, stay compliant, and make confident, data-driven decisions



Bilbrey Business Services • \bil-brē 'biz-nəs 'sər-və-səz\ • proper noun

- professional bookkeeping and practical digital support for small businesses that want clarity, control, and confidence in their finances and online presence

Why Choose Bilbrey Business Services?

Let's get real—no one can do it all. **Bilbrey Business Services** supports your back office so you can focus on serving customers and growing your business.

- **Strategic transactional advisors:** Supporting you as you go and grow, helping you understand how daily transactions impact the bigger picture.
- **Relationship-driven:** Clear communication and a welcoming approach so you gain clarity, confidence, and direction.
- **Value-focused results:** Actionable insights, transparent reporting, and peace of mind with a trusted partner in your corner.
- **Reliable growth partner:** Expert bookkeeping, clear financial reporting, and strategic financial support—plus digital tools including **website hosting/domains** that help your business thrive.

Honest, Experienced, Relatable, & Friendly

Julie Bilbrey, owner, is a trusted resource for businesses facing staffing gaps or bookkeeping/website challenges. With a degree in Applied Management and years of hands-on experience in accounting, payroll, budgeting, marketing, and financial cleanups, she delivers practical insights for daily operations and year-end tax prep—refined through contracted services and close collaboration with several CPAs.

While lower-cost providers may seem appealing, limited training and experience can lead to costly errors. **Bilbrey Business Services**, as a reliable contractor, delivers lasting value through accurate bookkeeping and strategically targeted digital solutions for small businesses. Yep, no hiring hassles, no payroll taxes, no employee commitments.

Value-Based, Flat-Rate Approach

Just because your CPA understands your books doesn't mean you do. We translate your numbers into plain language—showing what works, what doesn't, and next steps—going beyond minimum tax requirements with accuracy and cost-effective compliance so your records become a solid foundation for informed decisions.

Our flat-rate pricing provides fair, predictable, and transparent costs while supporting a proactive, value-driven relationship. We encourage clients to ask questions and gain clarity around the behind-the-scenes workflows that keep their business running smoothly. For those looking to turn financial insights into strategic action, we also offer marketing support to align your website, messaging, and social media with what you sell and the story your numbers tell.

- ✓ Setup/Cleanup
- ✓ Data Conversion/Migration (to/from QuickBooks or other software)
- ✓ Transactional Accounting
- ✓ A/R + Invoicing
- ✓ A/P + Bill Pay
- ✓ Payroll/Certified Payroll
- ✓ 1099s/1096
- ✓ Class/Location/Project Tracking
- ✓ Receipt Management
- ✓ Budgets/Forecasting
- ✓ Problem Resolution
- ✓ Book-to-tax Reconciliation
- ✓ Workers' Compensation + Insurance Audits
- ✓ Legacy Software & Sunsetting Features
- ✓ Marketing Support (websites, updates, hosting/domains & light social media)
- ✓ More... Just ask!

*If moving to QuickBooks Online, ask about our lifetime 30% discount pricing before setting up a new account!

Comprehensive Business Solutions

We blend **financial expertise** with *practical digital support* to provide solutions that go far beyond standard accounting.



- **Accounting software conversions & migrations:** Transition from QuickBooks Desktop or legacy systems to your preferred platform with *minimal disruption*, including mapping sunsetting features like QBO Tags into Custom Fields where appropriate
- **Bookkeeping & book-to-tax reconciliation:** Keep records *accurate, organized, and tax-ready* to help reduce *audit risk* and *year-end surprises* for you and your CPA.
- **Data management & analytics:** Gather and turn your financial and operational data into *clear, visual insights* that support *smarter, data-driven decisions*.
- **Project management & research:** Leverage structured coordination, research, surveys, and analytics to move key financial and operational initiatives *forward*.
- **Digital marketing, web design, & social media:** *Targeted, right-sized support* to strengthen your *online presence* and messaging – including *website hosting and domain management* – especially for clients who want their **numbers and branding** to tell a *consistent story*.

Flexible, Confidential Support

Every engagement is *tailored to your specific needs*, with scope and **flat-rate pricing** reviewed annually. Our team prioritizes **skill, ethical practices, confidentiality, adherence to professional standards, and attention to detail** while staying cost-conscious. If you want to better understand the numbers and metrics driving your business, **Bilbrey Business Services** is ready to help. **Please contact me** to schedule a short consultation to review your bookkeeping setup (and/or compare website costs) and explore how we can *add value* and support your business goals.

Referral Rewards / Who Do You Know?

Already have these services covered? If you know someone who could benefit, we'd be grateful for your **referral**. We offer these **rewards** upon request:

- **\$50** for each lead converted to a client with a bookkeeping agreement (*3-month minimum*)
- **\$25** for each client for whom we develop a **new website**

Simply introduce us by email or text, or share our contact information and let us know who you referred so we can *thank you* and process your **reward**.

Thank you for helping us grow!

Julie Bilbrey
Bilbrey Business Services

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“Bookkeeping, clarity, and digital support for small businesses”

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