



ON TASK

SPECIALISTS IN THE TRADES INDUSTRY

BOOKKEEPING

WWW.ONTASKBOOKKEEPING.CO.NZ



WHO WE ARE

- We're specialised bookkeepers for the Trades Industry
- We work with SME's in key areas of trades, construction, and manufacturing
- We're proud to be a local business and Kiwi-owned and operated
- We know bookkeeping and we know trades!





WHAT WE DO

We're here to help you:

***Save
Time***

***Reduce
Stress***

Save Tax

***Track Profits
Easier***

***Help you to
grow your
Business***

***IRD
Compliance***

[Learn More](#)

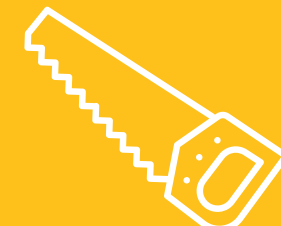
OUR SERVICES

Financial Reporting



Accounts Receivable and Payable

Cash Flow Management



Job Management

Rescue and recovery service for when you've left filing to the last minute we'll get it sorted!

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WE OFFER MORE

Our Advanced services
include:

- **Payroll** - ensuring this is done right, every time
- **Performance reporting** - simplifying the numbers, creating practical reports, and making sure you know exactly where the money is in your business.
- **Regular business tracking meetings** - review of financials, showing how this is impacting your business, circumventing any surprises, and helping you to scale and grow.
- **Network of professionals** - we have a select network of people we recommend and trust.



WHY PEOPLE CHOOSE US

- We're here to make things easier, provide full bookkeeping services for your business, and help you to get on with running the company. We do what we promise
- We have precise attention to detail
- We take pride in our work, so you can feel confident your accounts are done on time, every time
- We help you to see what's going on in your accounts, and make it clear and simple.
- We highlight what's happening with cash flow, so you know what's left at the end of the month.
- We can handle the big jobs if you need something complex done - there's a good chance we've either done it before, something similar, or will figure out how to do it
- We can do the more complex work and we're good at solving issues





BENEFITS OF WORKING WITH US

- Fixed monthly price - better for your cashflow
- Customised packages - gives you exactly what you need to save you money
- We tidy up your paperwork - getting it all into the right accounting software to make sure you're compliant and up to date
- We're one phone call away
- We're here to make it easier for you to run your business





THE DIFFERENCE WE MAKE

"I cannot recommend On Task Bookkeeping highly enough! From start to finish, my experience was exceptional. Their service was outstanding, with incredible promptness in all their work. The pricing was more than fair, especially considering the immense value they provided. They meticulously went through our accounts, even catching overpayments towards GST that we would have otherwise missed, which save my company a significant amount of money. Truly a great experience all round - thank you Verena, Susan & Erica."

A. Singh



CONTACT US

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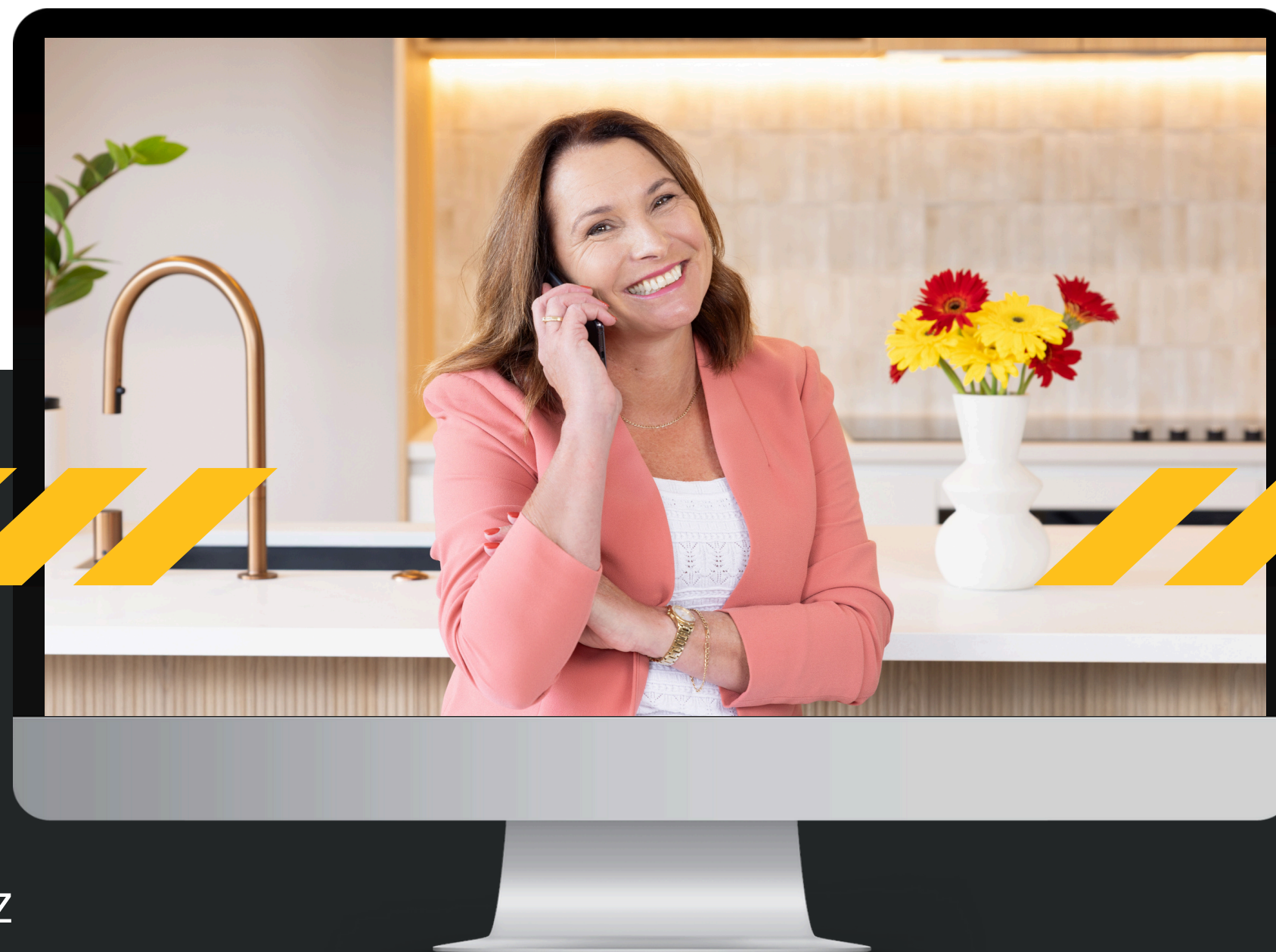
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THANK YOU