Jones Accounting & Business Solutions LLC

Bookkeeping and business support for small businesses in the Lehigh Valley

Keep your books organized, understand your numbers, and spend more time running your business. Monthly bookkeeping starts at **$300**.

 **Organized records**

 **Clear numbers**

 **Useful reports**

Choose your monthly package

What is included	Starter	Standard	Growth
Monthly price	**$300**	**$500**	**$800**
Monthly transactions	Up to 75	Up to 200	Up to 400
Bank and credit-card accounts	Up to 2	Up to 4	Up to 6
Income and expense categorization	Included	Included	Included
Monthly account reconciliations	Included	Included	Included
Monthly profit-and-loss report and balance sheet	Included	Included	Included
Monthly review call	15 minutes	30 minutes	45 minutes
Reports of unpaid customer invoices and vendor bills	Not included	Included	Included

Starter - For freelancers, independent contractors, and businesses with straightforward bookkeeping.

Standard - For growing businesses that want regular financial insight and visibility into outstanding bills and invoices.

Growth - For businesses with higher transaction volume and more accounts to manage.

Each package covers one business with current, reasonably organized records. Software subscriptions are separate.

Additional services

Add the support you need

Service	Price
Additional bank or credit-card account	$30/month
Additional 50 monthly transactions	$75/month
Payroll coordination for up to 5 employees, with two payroll runs per month	$125/month
Each additional payroll employee	$10/month
Bill-payment support for up to 20 bills	$150/month
Customer invoicing for up to 20 invoices	$125/month
QuickBooks setup	$250-$500 one time
Catch-up bookkeeping and cleanup	$75/hour
QuickBooks training and additional consulting	$85/hour

Payroll software fees are separate. Bill payments require your approval.

Behind on your books

We can help organize past transactions, reconcile accounts, and correct bookkeeping errors. You will receive a written estimate before cleanup work begins.

What to know before getting started

Businesses with inventory, job costing, multiple entities, or more complex needs receive a custom quote.

Monthly packages include reporting on unpaid bills and invoices where listed. Sending invoices and managing bill payments are separate services. Tax preparation, audits, and assurance services are not included.

Start with a free consultation

We will review your bookkeeping needs, recommend a package, and confirm your monthly fee before work begins.