

Crystal Clear Bookkeeping



Specializing in
Small Business Bookkeeping
And Payroll Services

Bookkeeping Services

- Company Set-Up in Quickbooks
- Personalized Training for your Staff
- Accounts Payable
- Accounts Receivable
- General Ledger
- Record Transactions
- Bank Account Reconciliations
- Payroll and Quarterly Taxes, W-2's and 1099's
- Financial Reports
- Organize Year End Reports for your Accountant

Office Organization Services:

- Filing System
- Work Flow

"Let me help you achieve a Crystal Clear view of your company's financial health with our full service bookkeeping and payroll services. Whether your company is just starting, or you've been in business for 25 years, Crystal Clear Bookkeeping could be the number one key to your successful business plan."

Elizabeth Crystaloski

For more information, call **724-396-3173**

Crystal Clear Bookkeeping
Lower Burrell, PA 15068