OUTSOURCED BOOKKEEPING & PAYROLL SERVICES

SAVE TIME AND FOCUS ON RUNNING YOUR BUSINESS

Are you ready to focus on running your business? SEK is here to help with outsourced bookkeeping and payroll functions to ensure your business has accurate records, timely filings, and fewer headaches. At SEK, we understand the complexities of managing financial operations. Our accounting services team has extensive knowledge of federal, state, and local tax regulations and provides tailored payroll and bookkeeping solutions to meet each client's unique needs. Whether your business operates locally or across multiple states, we offer both on-site and remote support to ensure your financial processes are efficient, compliant, and optimized for success.

Bookkeeping Services

Our accounting services team ensures accurate and up-to-date financial records, helping you make informed decisions and plan strategically. We offer:

- Comprehensive Bookkeeping: Complete management of your financial transactions, from general ledger entries to bank reconciliations and financial statement preparation.
- Financial Reporting: Tailored reports that give you a clear picture of your business's financial health, helping you to make smart decisions.
- Software Setup and Training: Expertise in QuickBooks and Sage 50, including setup, training, and ongoing support, enhancing your financial management tools.

Payroll Services

Our dedicated payroll specialists provide a suite of services designed to alleviate the burden of payroll management, so that you can dedicate more time and resources to core business activities. Here's how we can help:

- Tailored Payroll Services: From processing to tax filing, we design solutions that fit your business perfectly.
- Employee and Employer Portals: Secure 24/7 access to payroll documents, enabling employees to manage their hours, access W-2s, and adjust withholdings effortlessly.
- Integration with QuickBooks and Sage 50: Simplify your payroll management with seamless electronic transfers between your accounting software and SEK.

Payroll Tax Compliance

Payroll tax penalties are one of the most common and costly mistakes small businesses make. Our team ensures that all payroll taxes are deposited correctly and on time, and that your quarterly and annual payroll tax filings (Forms 941, 940, W-2, and state equivalents) are accurate and timely.

TEAM LEADERS

Peter McDonald CPA
Member of the Firm
✆ 301.733.5020
✉ pmcdonald@sek.com

Kelli Cobb CPA, MBA
Member of the Firm
✆ 301.733.5020
✉ kcobb@sek.com

Steven Lubart CPA
Member of the Firm
✆ 717.975.3436
✉ slubart@sek.com

Luke Martin CPA
Member of the Firm
✆ 717.263.3910
✉ lcmartin@sek.com

IS OUTSOURCED BOOKKEEPING & PAYROLL RIGHT FOR YOUR BUSINESS?

Outsourced bookkeeping and payroll services are ideal for small and mid-sized businesses that want the support of a dedicated in-house accounting team without the added overhead of a full-time hire. Whether you're a startup, a growing company, or an established business looking to streamline operations, SEK helps you save time, reduce administrative burden, and gain confidence in your financial processes. Contact us today to experience the difference expert support can make for your business.