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Fun Fact

We have almost 3,000 active subscribers to the BalanceLogic Insider!

Spring has sprung!

Spring is here - the flowers are blooming, the grass is growing, but is your business? How can you help your business grow if *all* of your time is spent on bookkeeping? Just think of how much time you spend daily, weekly, or monthly entering transactions, finding errors, or reconciling your bank accounts. Now think of what you would rather be doing with your time. This is where our team comes in; we handle your books so you don't have to!

Help us *grow* our Facebook page!

200

\$25 VISA Gift Card

Help **BalanceLogic** reach 1000 'likes' and be entered to win great prizes along the way!

You will be entered into each giveaway so long as you 'like' us!

BalanceLogic

Please go to our "like us to win" app for more information.

Interesting Info

LinkedIn Company Pages

Many companies have a Facebook page, but did you know that you can also set up a page on LinkedIn? On a LinkedIn company page, you can highlight your Products and Services, post your available Careers and link to your team. Much like Facebook and Twitter, your followers will have the ability to see your updates.



SPEAK UP!

*Build your confidence
when speaking!*

DATE

Wednesday, April 25
9:00 am – 10:00 am
Breakfast Provided

LOCATION

Coldwell Banker
3825 Leonardtown Road
Waldorf, MD 20601

COST

FREE

[REGISTER](#)

Suggestion Box

We are very interested in hearing feedback on how we can make *The BalanceLogic Insider* more valuable.

Please let us know what you expect from this newsletter each month by sending an email to:

info@balancelogic.com

Follow us on [LinkedIn!](#)

Monthly Tip

Backing Up Your QuickBooks Company File

Do you know when the last time your company files were backed up? If your answer is more than a week ago, you're putting yourself (and your company) at a huge risk.

Following these simple steps will save your company from disaster:

1. Open your QuickBooks Company file.
2. Click File, Create Backup
3. Choose Local Backup, then Options
4. Click Browse and locate the location of where to save your file (either a removable USB drive or an external hard drive). Click OK.
5. Click Finish.

We also offer secure hosted continuous backup services, starting at just \$29 per month!

Featured Service

Bookkeeping Services:

We offer three solutions for our Bookkeeping Services including On-site, Remote, and Hosted:

- * **On-site service** - we come to your site to handle all of your bookkeeping needs
- * **Remote service** - you would host your Quickbooks file and we would access the file remotely using our secure Remote Management Software
- * **Hosted service** - we would host your Quickbooks file on our secure servers, access the files from our location, and send you scheduled reports.

Our Bookkeeping plans begin at just four hours per month! We can handle everything from day-to-day bookkeeping, including Accounts Payable and Accounts Receivable, to month-end bookkeeping, including account reviews and reconciliations. We can be involved as much as you want us to be.

Our company is known for its processes and our long term relationships with our clients. During our initial consultation with you, we sit down to review your needs and create a customized package to ensure all of your needs are met. We work closely with you, set expectations from the beginning, and consistently communicate. In addition, we work with you to establish a schedule for delivering requested reports.

About Us

BalanceLogic® is a leading back-office support and services company providing [Bookkeeping Services](#), [IT Support & Management Services](#), [Web Services](#), [Graphic Design Services](#), and [Administrative Services](#) to the commercial and government markets. Our focus is to provide our clients with services that result in cost savings and business operational efficiency.

BalanceLogic is your one stop small business partner.

Happy Spring!

The BalanceLogic Team

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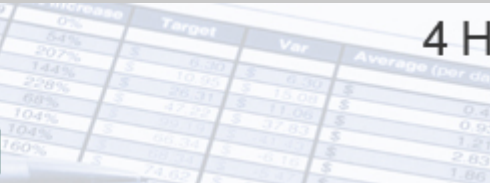

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4 Hours
Free Bookkeeping
contact us for details



BALANCELOGIC
IS TIMELINE
READY!

\$149
GETS YOU STARTED!