

### *MYOB Year End Process*

*Have this critical  
process handled  
by the experts*

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HBD can look after your year end requirements.

The year end process is critical to an accurate set of books. We can look after this complex process for you.

#### **The benefits of our Year End Process.**

- Makes your MYOB Balance Sheet match that of your financial reports. Removes old inaccurate amounts from your accounts.
- Allows you to reconcile the critical accounts — e.g. PAYG Withholding, Superannuation Payable. Allows you to produce more accurate reports. Creates integrity with your financier or board.
- Makes your accountant happy. Reduces the size of your MYOB file — improves speed and reduces risk of corruption. Lets you keep producing BASLink reports.

#### **How it works.**

- We obtain a copy of your Trial Balance from your accountant or auditor.
- We export the MYOB Trial Balance into Excel and create the necessary journal.
- We input the journal and complete some critical file maintenance.
- We make archived copies for your ready access.
- We commence a new financial year.

#### **What does it cost?**

As every business is different, ask us for an estimate.

**MYOB<sup>®</sup>**

**Certified Consultant**