

# Bryant's Bookkeeping Services is **EXPANDING!!**

Over the last couple of years Bryant's Bookkeeping Services has been overwhelmed by the number of businesses who are in need of good quality bookkeeping and business services.

To keep up with the growing demand, and to ensure existing clients continue to receive quality services, Bryant's Bookkeeping Services has taken the plunge and expanded to become a company.

Now known as Bryant's Bookkeeping Services Pty Ltd, the company plans to not only continue to provide quality bookkeeping services, but also to provide further business services and resources to all it's valued clients.

The Company's plans over the next year include:

- ➔ Providing more quality bookkeepers, trained in BBS's high standards of work;
- ➔ Providing specialised staff such as payroll & other experts;
- ➔ Providing administrative staff and services, both in-house and external;
- ➔ Opening an accessible office where clients can come in to utilize all general office services like pc/internet use, fax & photocopying services, stationery, mail & courier services, administration staff and meeting room space.

BBS's basic service principle remains the same – to provide you with useful information that will help you in the running of your business. Our aim is still to make your life easier!

## **NEW PO BOX**

BBS now has a post office box for secure delivery of your important documents.

**PO Box 552  
Dulwich Hill  
NSW 2203**



Of course you are welcome to continue dropping documents off.

## **New Bank Details**

Bryant's Bookkeeping Services Pty Ltd  
BSB 062 158  
Account 10274837

## **New Website**

Under construction  
[www.bryantsbookkeeping.net.au](http://www.bryantsbookkeeping.net.au)

## **New ABN**

89 421 347 731

## **New PO Box**

PO Box 552, Dulwich Hill NSW 2203



## **Now Available Mail Services**

### ***Need to receive mail securely?***

You can receive mail to our PO Box – we can even let you know when you have something waiting.

### ***Want your accounts updated more often & easier?***

We can supply you with a stock of addressed & stamped envelopes for you to send all your paperwork to us monthly – and yes, we can remind you monthly too!

### ***Too much to handle?***

Drop your documents to be mailed in to BBS for same/next day posting – no job too small.

### ***Got something urgent?***

BBS can arrange reliable same-day couriers as you need them.

### ***Want easier accounts by email?***

If you have contractors/suppliers etc that you would like to deal directly with BBS eg for invoicing, we can set up a personalised email address to receive & send mail on your behalf [yourbusiness@bryantsbookkeeping.net.au](mailto:yourbusiness@bryantsbookkeeping.net.au)

**Contact BBS for more  
details on any of our  
new mailing services**