

# TruckersBooks

## BOOKKEEPING SERVICE AND/OR OUTSOURCING, QUOTE REQUEST FORM

Complete the company information section and check the services you require to receive a customized quote for your business needs.

### CONTACT DETAILS

|                 |  |                   |  |
|-----------------|--|-------------------|--|
| Company/Firm:   |  |                   |  |
| Contact Name:   |  | Business Phone:   |  |
| Address:        |  | City:             |  |
| Province/State: |  | Zip:              |  |
| Suite:          |  | Cell Phone:       |  |
| Email:          |  | Number of Trucks: |  |
| Website:        |  |                   |  |

### PLEASE INDICATE SERVICE REQUIRED BY CHECKING THE APPROPRIATE BOX (S) BELOW

|                        |                                   |                                    |                              |  |
|------------------------|-----------------------------------|------------------------------------|------------------------------|--|
| Bookkeeping Service:   | <input type="checkbox"/> Monthly  | <input type="checkbox"/> Quarterly | Number of Trucks reporting : |  |
| GST Reporting :        | <input type="checkbox"/> Annually | <input type="checkbox"/> Quarterly |                              | Quarterly - Break-even Analysis Report |
| Profit Loss Statement: | <input type="checkbox"/> Monthly  | <input type="checkbox"/> Quarterly |                              | Quarterly - Cash Flow Analysis Report  |
|                        |                                   |                                    |                              | Quarterly - Operating Analysis Report  |

### SELECT YOUR PREFERRED SYSTEM OF SENDING BOOKKEEPING INFORMATION TO TRUCKERSBOOKS FOR PROCESSING

Fax Upload       Scan and Upload       Mail       Online Submit

### PLEASE INDICATE SERVICE REQUIRED BY CHECKING THE APPROPRIATE BOX (S) BELOW

|                        |                                   |                                    |   |  |
|------------------------|-----------------------------------|------------------------------------|---|--|
| Bookkeeping Service:   | <input type="checkbox"/> Monthly  | <input type="checkbox"/> Quarterly | Number of Trucks for bookkeeping processing and reporting |  |
| GST Reporting :        | <input type="checkbox"/> Annually | <input type="checkbox"/> Quarterly |   |  |
| Profit Loss Statement: | <input type="checkbox"/> Monthly  | <input type="checkbox"/> Quarterly |   |  |

### SELECT YOUR PREFERRED SYSTEM OF SENDING BOOKKEEPING INFORMATION TO TRUCKERSBOOKS FOR PROCESSING

Fax Upload       Scan and Upload       Bookkeeping app       Mail/Courier

### INFORMATION REQUIRED FROM BOOKKEEPING CLIENTS ONLY

| Business Structure and Status            |                | Year-end Services Required            |  |
|--|----------------|---------------------------------------|--|
| <input type="checkbox"/> Corporation Tax | Proprietorship | <input type="checkbox"/> Personal Tax | <input type="checkbox"/> Corporation Tax |
| Tour Business Year-end Date              |                | <input type="checkbox"/> Tax Planning | <input type="checkbox"/> Bank Financials |
| Current Year Due to be Filed             |                | <input type="checkbox"/> GST-HST      | <input type="checkbox"/> Bookkeeping     |