

Quarterfox | Accounting & Finance Operations

Monthly reporting guide

Define your reporting pack

Profit and loss: revenue, costs and operating performance.

Balance sheet: assets, liabilities and equity at period end.

Cash flow statement: operating, investing and financing movements.

Supporting schedules: reconciliations and agreed account detail.

Agree on the working process

1. Confirm entities, reporting periods and accounting software.
2. Assign preparation, review and approval responsibilities.
3. Set deadlines for records, questions and the reporting pack.
4. Review exceptions and document any agreed adjustments.

Discuss your requirements

Reporting scope and deliverables are agreed during scoping.

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