



# *Quantum CPAs & Advisors, PLLC*

Service for your Success

Corporate Accounting  
Services

Introduction



# Our Foundation

Quantum CPAs and Advisors, PLLC has built a solid foundation around a group of experts, business processes, and efficient technology.



**Marie Torossian, CPA, CGMA, MAcc  
Founder and CEO of Quantum CPA's & Advisors, PLLC**

She is a Certified Public Accountant and a Chartered Global Management Accountant. As a past **Auditor and a CFO** she knows that financial analysis is key to business growth. Armed with that knowledge she launched her consulting services in 2016. Her goal is to help entrepreneurs, start-ups and small businesses succeed!

Click here for her full [bio](#).

Schedule a free strategy call with her [here](#):

# Reviews



**Pat DePirro, CEO, Birdiebox**

**“Marie is a great resource for anyone looking for a CFO or COO consultant. provided incredible value and insight while bringing a deep knowledge of accounting and operations. She is a dedicated professional who improved our books, records, processes.”**

**Rosalba, Manager, Not for profit**

**“Marie is very knowledgeable, detail-oriented and organized with her work. She has taken our non-for-profit to the next level .....giving us more control of our real time finances and allowing us to make better decisions ...We are so grateful for everything she does for our company.”**

**Rocio Huerta, Owner, Mescal, LLC**

**“Marie is great. She is very professional and has helped my business with QuickBooks (clean up two years)...She is available to answer questions and advises me on how to grow my business. I would highly recommend her! “**

# Reviews, continued...



**James K., Owner, Fitness**

**Quantum CPAs has been a great choice for us.....Now with Marie, we were able to lower our cost and increase efficacies. Thank you!**

**Grandmaster Jeff , Owner, Martial Arts Studio**

**Unlike anyone I've ever run across in accounting .... Marie communicates with me. She knows my business intimately and stays on top of my finances. She's reorganized and streamlined my books....and pointed out tons of ways to save time and money. She is an integral part of my business. Heck, at this point, I consider her family! If you're looking for someone to take the financial monkey off your back so you can do what you do best—run your business—you simply must give Marie Torossian a call. I guarantee you will not be disappointed.**

# Our Approach

## 1. Converse and Determine (Do we Fit)

- Once you express interest in our services, we'll schedule an initial consultation that will help us gain a basic understanding of your business and your unique needs. During the consultation, you can expect us to ask you a variety of questions and take detailed notes so we can determine whether we are a good fit for your unique needs.
- Worst-case scenario, we point you in a direction that is otherwise suited. Best-case scenario, we decide to work together. A consultation with us is a simple conversation that can help you figure out the ideal direction for your business. There's absolutely no obligation to move forward with our services.



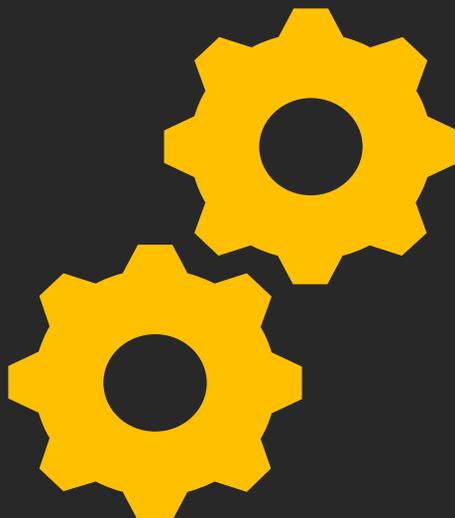
# Our Approach, continued...

## 2. Assess and Discover

- Once we've decided to work together, we'll dedicate about two weeks to discovering and evaluating where your business is today. We'll diagnose your processes, infrastructure, staff, financial data, and more to determine the financial health of your organization. The discovery phase will give you a better understanding of what it's like to work with us and the types of recommendations that will be necessary for your business to grow and succeed.

## 3. Design and Build Your Solution

- Once we've thoroughly assessed your financial position, we'll design a custom solution to help you meet your short-term and long-term goals. We have the financial expertise, skill, and technology it takes to produce the scalable accounting infrastructure you need to support your organization as it grows.



# Our Approach, continued...

## 4. Your Accounting Department

- For a fixed monthly price, you'll receive an experienced accounting team that will implement all the custom solutions that were designed specifically for your business.

## 5. What Success Looks Like

- Your dedicated and trusted accounting team will be your go-to financial resource. They'll lead your accounting team in completing day-to-day tasks like bookkeeping as well as monthly tasks such as bank reconciliation and the preparation of financials. They'll also review the books for accuracy, spot trends, and detect any inaccuracies or missing items. Most importantly, they'll turn raw data into Actionable Insights that we can communicate, discuss, and act on.



# Frequently Asked Questions

## ***Do you charge set up fees?***

- We do not charge setup fees if your books are current and correct. However, if your books are messy, there will be a one-time fee to clean them up.

## ***How long are your Contracts?***

- Our contracts can be cancelled at any time via 30-day written notice.

## **How do we share documents with you?**

- We use Dropbox for Business or QuickBooks Online.

## **What accounting software do you use?**

- We have partnered with QuickBooks Online and Oracle-Net Suite. During our assessment, we'll take notes and advise you on which is better for your needs. We'll set it up for you and provide you with access.

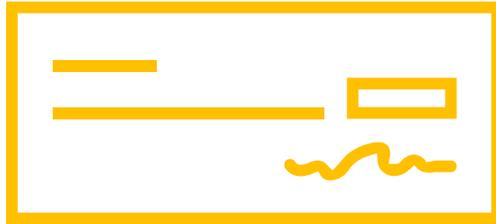


## Frequently Asked Questions

### What is the highest level of education and experience the accounting team has?

- Our bookkeepers and accountants have at least a bachelor's degree in accounting or business. Our controllers have a bachelor's and/or masters with at least two years of auditing experience.
- Our CFOs are licensed Certified public accountants (CPA) with:
  - 10+ years of experience in accounting-related work.
  - 2+ years of public accounting experience.
  - 3+ years of experience leading full accounting teams.
  - Master's degree in accounting or taxation.
  - QuickBooks Certified ProAdvisor status.





Bookkeeping is the process of maintaining good financial records. While online bookkeeping is like traditional bookkeeping, it occurs virtually, making it more convenient for you to take advantage of our expertise. With accurate financial records, you'll be able to access and review your financial statements and make informed business decisions that lead to growth and profitability. How else will you know what your monthly, quarterly, or annual sales, revenues, or expenses were?

***Our online bookkeeping services include:***

- Payroll processing\*
- Accurate reporting
- Production of basic financial statement package (Balance Sheet, Income Statement, Cash flow Statement)
- Accounts Receivable\*
- Accounts Payable\*
- Credit Card Reconciliations
- Business Bank Reconciliations

We provide bookkeeping services based on your needs and company structure, which we will determine during the initial consultation.

\*While you may keep bookkeeping in-house, you can also outsource it to us. It's your choice.



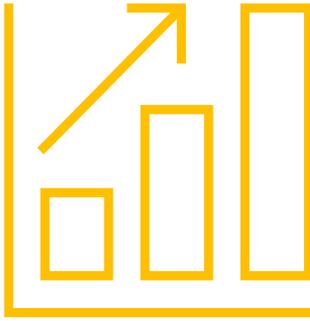
Outsourced accounting allows you to have your own accountant or accounting department without the hassle or high cost. When you outsource accounting services, you'll reap the benefits of an experienced and professional accounting team that has a solid understanding of your business operations. With outsourced accounting services, you can enjoy the peace of mind of knowing your month-end closing is performed timely and accurately.

You'll receive a financial package that conveys key insights the accountant has discovered so that you can take the best actions for the future growth and success of your business. Accurate financial reports provide key insights to your current and future performance. The data will serve as a basis for planning and budget creation when you select our controller add-on service.



An outsourced controller is a financial expert who will help keep your books up-to-date and provide financial reporting and information in a timely manner. An outsourced controller's rules and responsibilities vary based on the projects or services. They may work as a stand-alone expert for your organization to organize books and get reporting up to date. Or, they may act as a strategic CFO for projects such as determining cash flow issues and implementing new accounting systems. Essentially, an outsourced controller's main role is to accurately track and report financial data.

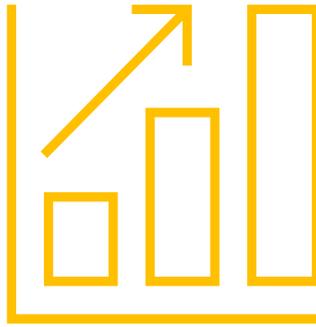
- Monthly Closing & Account Reconciliation
- Preparation of the Financial Package with analysis
- Track business cash position
- Assists CFO with Budgeting, forecasting, and projections
- Audit preparation and liaison with audit firm
- Assistance with complex accounting issues
- Back office and accounting staff work reviews
- Dashboards, key metric benchmarking, trend analysis development, and detailed analytics
- Accounting software selection and implementation
- HR support and help desk
- Payroll Oversight
- Process Improvements for better oversight and internal controls
- Cash to GAAP (accrual basis) accounting conversion



A Chief Financial Officer or a “CFO” manages all financial actions for a company, such as financial planning, cash flow tracking, and financial analysis. A CFO has specialized knowledge, and all large businesses have one on staff. Most small business owners can’t afford a full-time CFO, hence, a virtual CFO services at a fixed rate is affordable.

Our outsourced CFO services can be one of your largest assets. . By using our outsourced CFO services, you’ll be able to bundle CFO services with other accounting and bookkeeping needs for greater value. If you’re in the process of actively growing your company, a virtual CFO can keep your business on the right financial track. Depending on the goals of your business, the outsourced CFO may suggest different tactics to help you operate more efficiently.

For example, if you’re an entrepreneur looking for investors, our CFO will offer specific tactics related to your needs vs. a business say looking to add new products.



Some of the outsourced CFO Consulting Services include:

- Understand and develop cash flow and projections
- Cash flow management
- Develop real wealth for your company
- Protect profits, hire at the right time, and control costs
- Build a financial plan that works
- Minimize your business risk and get better ROI
- Avoid major financial disasters
- Cash Flow Forecasting
- Budget to Actual Reporting
- Break-even Analysis
- Labor Cost Management
- Variable vs. Fixed Costs reporting
- Debt Planning and reduction
- Select and Implement new software

An expert on your side for an affordable fixed monthly cost.



What other benefits can an outsource CFO bring to the table?

- **Time:** More time to work *on* your business and time to spend time with loved one.
- **A listening ear:** A professional to bounce ideas around with to help you navigate business strategy.
- **Current information:** Frequently updated forecasts to reflect new information or industry changes.
- **Negotiations:** Assistance with contract negotiations for financing or insurance.
- **Insight:** Better insight into your business finances so that you can make smarter decisions.
- **Extra hands:** Additional hands to train or manage (or act as) your finance and accounting personnel.
- **Big picture:** Assistance in defining long-range plans and the quantification of goals.
- **Process development:** Development and implementation of collection, controls, or accounting procedures.
- **Peace of mind:** The peace of mind of having a financial professional monitoring and strengthening your controls and financial operations.
- **Clear metrics:** Improved transparency and quality of financial metrics.
- **Liaison:** Liaison with 3rd parties such as vendors, banks, insurance companies, auditors, tax accountants, etc..
- **Analysis:** Detailed profitability, cash flow management, trend analysis, capital budgeting and analysis of fixed assets, custom processes or metrics.



An outsourced CFO and Controller are a powerhouse duo. While a CFO looks to the future and strategizes the most effective and beneficial trail ahead, the controller provides the historical data and reporting. The controller ensures the CFO has the most up-to-date and accurate information for strategizing. You can count on us to use the most current accounting tools to streamline your accounting processes and provide you with a clear picture of your company's finances.

We're here to help you gather information, prepare and interpret these critical reports, and ensure you always remain at the helm of your business. We'll keep you in the loop and provide you with all the information you need to make informed financial decisions.

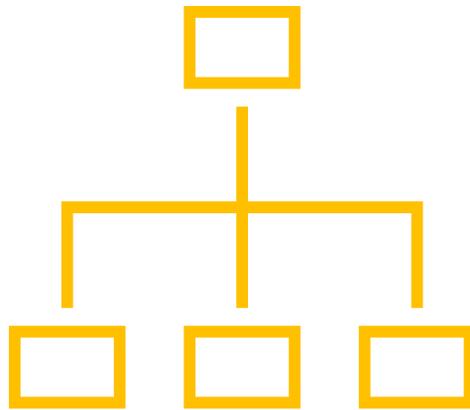


No one knows your business better than you do. Since a healthy business is one that grows and adapts as the climate around it changes, you can count on us for the critical financial advice and even occasional restructuring you need to keep up with your business projects, growth, and expansion.

Maybe you'll need to present a full tax audit. Or, maybe you're opening a new business or expanding branches. Perhaps you're simply looking for new financial benchmarks for your industry, high-level financial analysis, or in-depth cash flow analysis. Whatever your needs are, we have you covered.

Our specialized, knowledgeable teams have access to a wealth of financial knowledge that we'll be happy to apply to your business projects so that you can foster and nurture growth. We'll do whatever it takes to ensure your business is financially optimized and operating as efficiently as possible.

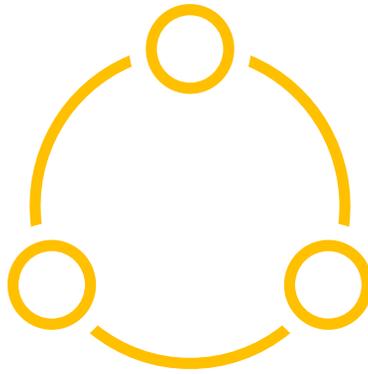
No matter the details of your special project, we'll be there to help you structure a sound financial plan.



Structuring your business wisely is one of the first and best business decisions you'll make. Choosing the corporate structure that will minimize your tax commitments while maximizing your growth potential can seem like an impossible process. That's where we come in. We'll guide your hand and you in making the ideal decision for your unique organization.

Unfortunately, many small businesses launch as sole proprietors and expose themselves to legal risk as well as higher financial costs. Maybe a partnership would suit your needs better? Or an LLC, Closed Corporation or even an S Corp.

If you're unsure of the differences between these business structures, no worries. We're here to help you understand them and select the best structure for the future of your business. Our custom-tailored business strategies will help put your business on the right path right off the bat so you can achieve your goals and succeed financially.



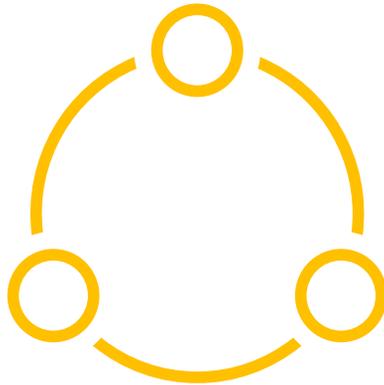
If you plan to scale your business, understand that the most vulnerable time for organizations is when they begin scaling up. Fortunately, a properly built infrastructure can efficiently manage the sudden expansion without adding too much cost.

Our team can provide you with a customized business or accounting process to meet your unique business needs. With our expertise and guidance, you'll be able to manage these processes in a scalable and cost-effective manner.

The services we provide include but aren't limited to:

**Account Receivable** -Does collecting customer payments seem like a daunting task? With an efficient accounts receivable process where you identify invoices early on and reminding customers to pay, you can improve your cash position and streamline the way you get paid for your products or services.

**Account Payable** -Duplicate bills, late payment fees, and wrong invoice numbers. These are the signs that suggest you need an account payable process. Our customized account payable process can help you reduce late payment fees, capture negotiated discounts, and eliminate duplicate invoice payments.



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**Purchase Order** -We can customize, build, and maintain a purchase order process that meets all your business needs, and ensures have complete control of your business and cash flow.

**Inventory** -Managing inventory can make or break a business. Our customized inventory process can help you figure out exactly how much inventory you need to have on hand so you can save on warehouse maintenance fees.

**Payroll**-You don't need an HR department to process payroll. Our customized payroll process is scalable, and able to fit all your payroll needs. It can also save you on labor costs and human error. A team of well-trained individuals are ready to take care of your payroll. Let's build one for your business, shall we?



Wealth can be complicated. For those families who need a little more assistance, we are here to help. If you have numerous monetary and investment accounts, multiple homes, vehicles and assets, managing your wealth and finances can be a time-consuming and tedious task.

You can trust us to keep your finances and wealth organized and well managed while keeping you informed and a part of the process. By using our Family Office Administration Services, you can structure and simplify their personal finances and enjoy the peace of mind that comes with one point of contact for your financial life. This service may be just what you need to control, organize, and truly understand your financial status.

Our Family Office Administration services include:

- Bill Pay
- Digital Record Keeping
- Monthly and Yearly Financial Reports
- Cash-flow Management
- Budgeting Services
- Vendor Oversight