



Smart Business News  
December 2009  
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### On the final stretch to year end . . .

Before you know it, you will be closing out 2009. It will be time to get out those W-2's, 1099's, and corporate tax returns, and shift your focus to growing your business in 2010. Here's how we can help:

**We know payroll!** With certification by the **American Payroll Association**, we can assure you comply with the multitude of laws and regulations that cover how you pay your employees and report your payroll activity. And yes, we know there are lots of payroll services out there, but how many of them truly integrate their services into YOUR business?

**We can help you reduce the cost associated with tax return** preparation and close your books for the year. Our year end checklist will save you time and money. *Call us today to find out how.*

**We will help you budget and plan for success in 2010!** How will you measure success in 2010? What information will your investors and lenders be looking for? *Budget and Planning* is a critical component for successfully navigating your business and making sound decisions. Our team will take the time to learn what drives your financial engine and help you set a strategy for success.

**We can help you take the pulse of your staff.** The beginning of a new year is a good time to review your employees. Are you experiencing high turnover? Is your benefit plan competitive? Are you investing in your *human capital*? Call us today to set up a *complimentary one hour consultation* to discuss ways in which we can help you align your human resources strategy with your overall corporate strategy. **Your employees are the driving force behind your success.**

## Outsourcing?

--- in today's economy, it's not always possible or necessary to employ full or part time staff to accomplish accurate financial accounting . . .

### The bottom line?

**Done correctly, outsourcing can make and save you money.** Many small- to mid-sized businesses simply don't have the budget to carry full-time employees in non-core business functions. Yet all businesses, regardless of their size, **need the expertise of seasoned professionals** in finance and accounting, corporate taxation, payroll and human resources, sales and marketing. And the great thing about outsourcing is that they **can acquire these services without the huge investment of time and money that goes along with hiring personnel.** Think about the overall time and money invested in hiring and managing employees: First, you have the recruitment process, which is followed by the costs of training, of salary, of benefits, and of management. And finding the right person to fill several narrow needs within your business is next to impossible. **Smart Business Services of Northern Virginia** is YOUR strategic business partner, providing you with functional expertise in the areas where you need it.

In today's business world, **outsourcing has become an increasingly common practice.** Regrettably, it's gotten a bad rap due to many BIG corporations laying off hard-working Americans in favor of cheap overseas labor. We don't work that way. All our employees complete all tasks for our client's right here in Northern Virginia. **sbs/nova** provides small business owners professional services with an outsider's view. We understand the economy in NoVA, and are here to help you get through the tough times and plan for the boom times.

Discover how **smart** outsourcing can work for you.

Looking forward to working with you and helping you manage business **smarter!**

Karen Dolan

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