# 10 Signs Your Books Need Attention

A quick self-check for small business owners using QuickBooks Online

**BLYTHEWOOD BOOKKEEPING**

- [ ] 1 **Your bank balance and QuickBooks balance don't match**
  If accounts haven't been reconciled recently, small errors have been compounding — and no report can be fully trusted.
- [ ] 2 **There's a big "Uncategorized Expenses" line on your P&L;**
  Every uncategorized dollar could be a missed deduction or a spending pattern you've lost track of.
- [ ] 3 **You're seeing duplicate transactions**
  Bank feed hiccups create duplicates that inflate expenses and distort your true profit.
- [ ] 4 **Negative numbers where they shouldn't be**
  A negative balance in A/R, payroll liabilities, or a bank account is a flashing warning light.
- [ ] 5 **Your books are more than a month behind**
  Decisions made on stale numbers are guesses. Current books = a working compass.
- [ ] 6 **Personal and business expenses are mixed together**
  Commingled funds create tax-time headaches and can even threaten your liability protection.
- [ ] 7 **Invoices go out late — or not at all**
  If invoicing slips, cash flow suffers. Money you've earned should never sit unbilled.
- [ ] 8 **Tax season is a scramble every year**
  Clean monthly books mean your CPA gets a tidy file — and you stop paying CPA rates for cleanup work.
- [ ] 9 **You can't answer "Am I actually profitable?" with confidence**
  Revenue in the bank isn't the same as profit. Your books should answer this in one glance.
- [ ] 10 **You avoid opening QuickBooks**
  The biggest sign of all. If your books stress you out, they've become a liability instead of a tool.

**Checked 2 or more boxes? Let's talk — the first conversation is free.**

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