

# MANAGED ACCOUNTING SERVICES

Professionally Managed Insurance Accounting



## Introducing Insurance Accounting Automation

Insurance accounting takes time and attention to detail. HawkSoft's Managed Accounting Services is changing the way modern insurance agents do bookkeeping. Our certified professionals understand the interplay between insurance bookkeeping, agency management systems, and carriers. They will relieve your agency of essential accounting tasks, giving you the peace of mind knowing your books are managed correctly and on time.



**Improve the accuracy and timeliness of your accounting** by taking advantage of proven processes and certified bookkeepers trained on insurance accounting.



**Regain valuable time to focus on high-impact activities** like servicing policyholders, building meaningful relationships with your clients, community outreach, marketing, and sales.



**Refocus your agency's hiring on insurance talent** (producers, CSRs, account managers) instead of back-office operations like bookkeeping and accounting.



**Scale your resources** with no obligation to pay salaries or benefits.



**Alleviate the headache of bookkeeping churn.** No hiring, training, or managing of accounting staff.

“

Managing my agency is so much easier with HawkSoft's managed accounting service. Crystal and her team help ensure our trust and operating accounting, direct bill commissions, and payroll are done correctly and on time. They review our monthly expenses and find creative ways to save money. Their team is part of our agency family, and we can't imagine doing our accounting without them.

”

— Robert and Jennifer James,  
Pacific Northwest Insurance  
Kirkland, WA



**Certified Experts:** QuickBooks Online ProAdvisor, HawkSoft Agency Management System

# Service Menu

Ask about bundle pricing.

Service	What's Included
<b>Audit/Bank Reconciliation</b>	<ul style="list-style-type: none"><li>• Reconciliation report</li><li>• Notes on entries that appear incorrect or needs further review</li><li>• Corrections report will be returned to your agency to be fixed</li></ul>
<b>Commission Reconciliation</b>	<ul style="list-style-type: none"><li>• Reconcile commission statements (agency bill and direct bill)</li></ul>
<b>Payroll Services</b>	<ul style="list-style-type: none"><li>• Process payroll on your agency's schedule</li><li>• Payroll processing through full-service provider</li><li>• Wage reconciliation report (quarterly)</li><li>• Update new or terminated employees</li></ul>
<b>Trust Accounting</b>	<ul style="list-style-type: none"><li>• Work will begin at the receipt book</li><li>• Export all transactions to QuickBooks Online</li><li>• Process deposits in QuickBooks Online</li><li>• Reconcile company payables</li><li>• Reconcile trust bank statement(s)</li><li>• Complete Trust Solvency Report</li></ul>
<b>Operating Accounting</b>	<ul style="list-style-type: none"><li>• Process vendor payables</li><li>• Process operating deposits</li><li>• Reconcile operating bank statement</li><li>• Complete any required journal entries</li><li>• Work with your agency's CPA throughout the year and for year-end tax preparation</li></ul>

**Learn More →**

[hawksoft.com/managed-accounting](http://hawksoft.com/managed-accounting)