

10-Question QuickBooks Monthly Health Check

Once a month, answer Yes, No, or I don't know. You do not need perfect books - you need trustworthy books.

YOUR MONTHLY CHECK

YES

NO

I DON'T KNOW

- | | YES | NO | I DON'T KNOW |
|---|--------------------------|--------------------------|--------------------------|
| 1 Are all of my bank and credit card accounts reconciled? | ☐ | ☐ | ☐ |
| 2 Is there anything old or unexplained sitting in my bank feeds? | ☐ | ☐ | ☐ |
| 3 Does accounts receivable represent money we realistically expect to collect? | ☐ | ☐ | ☐ |
| 4 Does accounts payable accurately reflect what we actually owe? | ☐ | ☐ | ☐ |
| 5 Do my payroll liability balances make sense? | ☐ | ☐ | ☐ |
| 6 Is there anything unusual on my balance sheet - negative balances, old balances, or accounts I do not understand? | ☐ | ☐ | ☐ |
| 7 Does my Profit & Loss make sense compared with what I know happened in the business? | ☐ | ☐ | ☐ |
| 8 What expenses or costs have increased? | ☐ | ☐ | ☐ |
| 9 Are there mystery accounts or transactions nobody can explain? | ☐ | ☐ | ☐ |
| 10 Do I trust these numbers enough to make a business decision from them? | ☐ | ☐ | ☐ |

WHAT TO DO NEXT

An 'I don't know' is not a failure - it identifies your next question. Choose one area to investigate, then use the free QuickBooks Clarity Scorecard for a fuller review.

[lee-davis-and-company.com/web/unlock-clarity-free-scorecard](https://www.lee-davis-and-company.com/web/unlock-clarity-free-scorecard)