



## RTBH PROVIDES THE FOLLOWING SUPPORT FUNCTIONS AND SERVICES:

- MAINTAIN ACCOUNTS PAYABLE AND ACCOUNTS RECEIVABLE
- MONTHLY SUMMARY OF ACTIVITY FOR ALL ENTITIES
- PREPARE MONTHLY BANK RECONCILIATIONS FOR ALL CASH AND BROKERAGE ACCOUNTS
- QUARTERLY REPORTING ON EACH ENTITY TO INCLUDE BALANCE SHEET, PROFIT AND LOSS, CASH RECEIPTS AND DISBURSEMENTS AND BANK RECONCILIATION WITH BANK STATEMENT
- MONTHLY SUMMARY OF CASH FLOW PROJECTIONS TO BE ESTABLISHED AT BEGINNING OF YEAR
- QUARTERLY REPORTS OF MANAGEMENT DECISIONS
- PREPARE TAX IMPLICATIONS OF CASH TRANSFERS, DISTRIBUTIONS, INCOME AND SALES
- MAINTAIN RECORDS OF ALL RENEWABLES AND OBTAIN PROPOSALS, WHEN DEEMED APPROPRIATE
- ANALYZE PROPERTY TAX BILLS FOR PROPER VALUATION
- COORDINATE AND SUMMARIZE MAJOR DECISIONS TO BE MADE BY FIDUCIARIES
- FACILITATE FAMILY INVESTMENT/ BUSINESS MEETINGS
- ASSIST IN LONG-TERM ESTATE PLANNING

## CONCIERGE ACCOUNTING SERVICES: An individualized approach for your family, your assets and your needs.

For many people, an accumulation of wealth coincides with an accumulation of responsibility. But, this does not have to be a burden.

At Russell Thompson Butler & Houston, LLP, our experienced professionals provide highly individualized and strategic accounting and consultation services to new and established family offices. From augmenting in-house financial staff to functioning as interim staff, our offerings range in complexity according to your needs.

We start by evaluating your family's financial portfolio and then provide solutions on how best to maximize the efficiency of financial reporting systems. This process includes overseeing monthly asset allocations and advising on tax implications that develop as your assets and wealth evolve. Working with your wealth advisors, insurance professionals and attorneys, we will act as the hub that coordinates and packages your financial affairs in a timely, complete and transparent assembly of reports.

When it comes to streamlining the process, count on RTBH to help protect your financial health while giving you the ability to see the proverbial forest through the trees.



[RTBH.COM](http://RTBH.COM)

**SUPERIOR THINKING. UNCOMPROMISED INTEGRITY.**

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