Gondaliya CPA
Your Growth Partner

Bookkeeping Cost Checklist

Gondaliya CPA Professional Corporation · Registered Ontario CPA Firm

Twelve things that decide what you pay

For businesses in Toronto and across Canada. Current to 6 November 2026.

- [ ] **Count your monthly transactions**
  Volume is the single biggest driver of the fee.
- [ ] **List every bank and credit card account**
  More accounts means more reconciling each period.
- [ ] **Note whether you run payroll, and how often**
  Frequency and headcount both add work.
- [ ] **Check whether you are registered for GST/HST**
  That is a separate return on its own schedule.
- [ ] **Say how far behind the books are**
  Catching up costs more than keeping up.
- [ ] **Decide what you want back each month**
  Reports, statements, or just clean books.
- [ ] **Get your receipts into one place**
  A collection tool beats a shoebox every time.
- [ ] **Check your software is actually in use**
  QuickBooks or Xero, set up and reconciled.
- [ ] **Separate personal from business spending**
  Mixed accounts multiply the categorising work.
- [ ] **Ask what is included and what is extra**
  Tax filing is usually a separate service.
- [ ] **Compare on scope, not just the monthly number**
  A lower fee covering less is not cheaper.
- [ ] **Agree the fee before any work begins**
  Fixed and annual, shown before tax.

Monthly bookkeeping in Toronto generally runs about $100 to $500, depending mostly on volume. Educational information only, not advice. Gondaliya CPA does not perform audits or reviews.

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