

Steph's Bookkeeping Service, Inc

Monthly News

Volume 6, Issue 7
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Our monthly newsletter is included with your monthly invoice,
as well as viewable on our newly updated web site www.stepsbookkeeping.com

Heat Stress in the Workplace

Summer is here, and as we are all relishing in the beautiful weather, there are certain risks in the workplace that all companies should have practices in place to avoid.

The summer heat poses a threat to all employees, and conditions such as heat stress or stroke, dehydration, OSHA recommends watching the following indicators for at-risk employees

- Heat exposure history
- Pulse rate
- Temperature (oral, tympanic [ear], or core)
- Body weight
- Blood pressure
- Respiratory rate
- Alertness

For more information on heat-related health risks for your employees, visit www.osha.gov/SLTC/heatillness/heat_index/monitoring_workers.html and www.osha.gov/SLTC/heatstress/

Notary Services

We are happy to offer Notary Services to our clients. Please contact our office if you are in need of a Notary.

Featured Business

House Keeping Done Right

New to her very own business, *House Keeping Done Right*, is Steph's step-daughter Nikki Miller. Nikki has previously worked for a professional housekeeping company, and has now branched off on her own.

Whether you need a deep clean removing every last dust particle, or just a light cleaning, Nikki can handle and job big or small. She is available for residential and small businesses.

Nikki offers a 90 day introductory rate of \$15.00 per hour. You can visit www.housekeepingdoneright.com, or like her Facebook page at www.facebook.com/nikkimiller2014. Call or email Nikki directly to schedule an appointment at (503) 810-1691 or housekeepingdoneright1@gmail.com

www.stepsbookkeeping.com

We invite you to visit our updated website www.stepsbookkeeping.com. Here you can find useful information such as our list of services, links to local and government agencies, PDF's of commonly used state and IRS forms, all of our newsletters, and more!

Credit Dispute Service

Your Credit can be everything in the financial world. If you are unsure what your credit looks like or what you need to do to clean it up, let us here at Steph's Bookkeeping Service help you.

Things to watch for on your credit are your credit card balances in relationship to the credit card limits. Your balances should never exceed 30% of the credit limit. The law allows you to challenge derogatory items on your credit every 30-45 days and if they cannot verify the item, they must remove the item.

Budgeting

Need help budgeting for 2014? Setting some target revenues and controlling expenses for 2014 to maximize your profits, let us help. Learn how to read your financials to make good business decisions for your business

Advertise with Us!

Please let us know if you would like us to provide a link to you on our newly designed website www.stepsbookkeeping.com. This will provide contact with our current as well as prospective customers. We are looking for lots of businesses to list on our website!