

## How to Avoid Getting Ripped Off by Your Office Manager: *Best Practices for Reducing the Risk of Fraud Using QuickBooks*

We all have heard stories of small business owners being ripped off by a trusted employee or advisor. In fact, privately-held businesses are more likely to be victims of internal fraud because of lack of proper accounting controls.

The statistics\* are staggering:

- 42% of all frauds originate in privately-held businesses
- The median loss in a privately-held business is \$123,000
- Two-thirds of frauds are from employees – only 12% had a criminal record
- Frauds take an average of 18 months to be discovered

Don't let this happen to you. QuickBooks has new internal control features that every small business owner needs to know. Attend this informative seminar by GrowthForce that will supply simple preventive measures to avoid internal theft and fraud using QuickBooks.

This seminar is for business owners and CPAs only. Don't bring your office manager – you'll learn about internal control secrets only you should know. Remember: no internal control system can be based on trust alone.

**DATE:** Tues., April 14, 2009

**TIME:** Breakfast & Registration: 7:30 a.m.  
Seminar: 8-9 a.m.

**PLACE:** Employer Flexible  
7904 N. Sam Houston Pkwy. West  
2nd floor  
Houston, TX 77064

**RSVP:** [contact@growthforce.com](mailto:contact@growthforce.com)

\*Source: Association of Certified Fraud Examiners [www.cfenet.com](http://www.cfenet.com)

