## Our experience

Our **Chief Executive Officer** has more than 20 years' experience in housing and community development, particularly in the not-for-profit sector.

Our Finance and Administration Manager has 10 years' experience in finance, bookkeeping and administration, including more than five years within the co-operative housing sector.

Our **Communications Officer** has more than 15 years' experience in writing and producing print and online publications for a wide a range of organisations.

If you would like to take advantage of our professional experience and competitive rates, please contact us to discuss your requirements.

### **Contact us**

#### **Co-operation Housing**

**Location** 15/124 Swanbourne Street

Fremantle, Western Australia

Mail PO Box 165

Hamilton Hill

WA 6963

**Phone** 9336 5045

**Email** admin@co-operationhousing.org.au

Web www.co-operationhousing.org.au

**ABN** 86 142 277 003

**ACN** 142 277 003



# Bookkeeping and other services

available to member and non-member organisations on a fee-for-service (FFS) basis





BAS agent 24609199



## Did you know?

In addition to the services we provide to our member housing co-operatives as part of their membership entitlements,

Co-operation Housing also offers a range of services to both member and non-member organisations within the housing co-operative



#### **Our services**

#### Bookkeeping

Co-operation Housing is a registered BAS agent with the Tax Practitioners Board of Australia.

#### We offer:

- BAS services(to organisations registered for GST)
- > bookkeeping services
- other financial and administrative services as required.

#### Other services

We can also provide a range of other services on request, including grant application development, website development and report preparation.

Please contact us to discuss your needs.

#### **Our rates**

We offer our services to both member and non-member organisations within the housing co-operative sector.

Members receive a discount.

**Members:** \$50 per hour + GST

**Non-members:** \$65 per hour + GST

These rates are valid as at January 2017.

They are subject to change.

