



HUGO DUNHILL MAILING LISTS, INC.

SALES LEADS * PROSPECTING LISTS * E-MAIL LISTS

11211 John Galt Boulevard | Omaha, NE 68137
Toll Free: 800-223-6454 www.hdml.com

**Accounting Clerks, Auditors,
Bookkeepers at Home
Address**

List: 6003-4

Accounting Clerks, Auditors and Bookkeepers at Home Address

Count: 153,550

57% Female 98% Zip + 4 53% Phones

This file consists of Accounting Clerks, Auditors and Bookkeepers at Home Address.

Bookkeeping, accounting, and auditing clerks are financial record keepers. They update and maintain accounting records, including those which calculate expenditures, receipts, accounts payable and receivable, and profit and loss. These workers have a wide range of skills from full-charge bookkeepers who can maintain an entire company's books to accounting clerks who handle specific tasks. All of these clerks make numerous computations each day and increasingly must be comfortable using computers to calculate and record data.

In small businesses, bookkeepers and bookkeeping clerks often have responsibility for some or all of the accounts, known as the general ledger. They record all transactions and post debits (costs) and credits (income). They also produce financial statements and prepare reports and summaries for supervisors and managers. Bookkeepers also prepare bank deposits by compiling data from cashiers, verifying and balancing receipts, and sending cash, checks, or other forms of payment to the bank. They also may handle payroll, make purchases, prepare invoices, and keep track of overdue accounts.

In large companies' accounting departments, accounting clerks have more specialized tasks. Their titles, such as accounts payable clerk or accounts receivable clerk, often reflect the type of accounting they do. In addition, their responsibilities vary by level of experience. Entry-level accounting clerks post details of transactions, total accounts, and compute interest charges. They also may monitor loans and accounts to ensure that payments are up to date. More advanced accounting clerks may total, balance, and reconcile billing vouchers; ensure the completeness and accuracy of data on accounts; and code documents according to company procedures.

Reach these Accounting Clerks, Auditors and Bookkeepers at Home Address for offers on Seminars, Subscriptions, Books, Recruitment and any other Accounting related offer.

The Accounting Clerks, Auditors and Bookkeepers at Home Address list is NCOA'd Quarterly.

Selections by Title

Accounting Clerks	86,090
Auditors	14,860
Bookkeepers	52,600

Other Selections Available

- Adult Age - \$5/M
- Children's Age - \$10/M
(By Ranges or Birth Year)
(Sample mail piece required)
- Credit Card Indicator - \$10/M
- Dwelling Type - \$5/M
- Gender - \$5/M
- Home Owner/Renter - \$5/M
- Household Income - \$5/M
(Available in \$5M Increments)
- Marital Status - \$5/M
- Mail Order Buyer - \$5/M



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Pricing 25% Commission to Recognized Brokers

Base	\$ 80/M	Title Address	\$ 5/M	Cheshire	No Charge
Minimum Order	\$ 250	Job Title	\$ 5/M	PS Labels	\$ 7/M
Unlimited Use	\$ 160/M	Gender	\$ 5/M	Galley	\$ 10/M
Duplicate Set	\$ 40/M	SCF	\$ 5/M	Diskette	\$ 25/F
Run Charges	\$ 10/M	County	\$ 5/M	CD-Rom	\$ 25/F
Special Sort	\$ 5/M	Zip Codes	\$ 5/M	E-mail Delivery	\$ 25/F
Size Select	\$ 5/M	State	No Charge	Phones	\$ 15/M
Key Code	\$ 3/M	Zip + 4	No Charge		

Contact

Mailers / End Users: Tel: 800.223.6454

Email: listdiscount@hdml.com

Brokers / Resellers: Tel: 800.223.6454

Email: counts@hdml.com

Code 10