



SECOND MILE

FINANCIAL SERVICES

CFO Services \$5,000/month

Fractional CFO Services provide high-level financial leadership and strategic guidance tailored to growing businesses that require executive financial insight without the cost of a full-time CFO. This service is designed for clients seeking proactive planning, improved profitability, and data-driven decision-making.

We act as an extension of your leadership team, helping you understand your numbers, optimize financial performance, and plan for sustainable growth.

Scope of Services

Services may include, but are not limited to:

- Financial Strategy & Planning
- Quarterly or monthly financial strategy sessions
- Budgeting and forecasting (cash flow, revenue, and expenses)

- Scenario planning and financial modeling
- Cash Flow Management
- Cash flow analysis and projections
- Identification of cash gaps and optimization strategies
- KPI Tracking & Performance Monitoring
- Development and tracking of key performance indicators

- Financial dashboards and reporting insights
- Profitability & Cost Optimization
- Margin analysis by service/product line
- Expense review and cost-saving recommendations

Deliverables

- Recurring financial review meetings (monthly or quarterly)
- Custom financial reports and KPI dashboards
- Forecasting models and planning tools
- Strategic recommendations and action plans

Exclusions

This service does not include:

- Bookkeeping or data entry services
- Tax preparation or filing (unless separately engaged)
- Payroll processing
- Audit or assurance services
- Legal or investment advice

Additional services outside the defined scope will require a separate Work Order or written approval.

Fees & Payment

Services are provided on a flat monthly subscription basis

Fees are auto-drafted monthly

Initial payment is due upon engagement

Client Responsibilities

To ensure effective service delivery, the client agrees to:

- Provide timely and accurate financial data
- Maintain up-to-date bookkeeping records (or engage us separately to do so)
- Participate in scheduled meetings

- Respond to requests for information within 5 business days

Failure to provide necessary information may impact the accuracy and timeliness of deliverables.

Service Terms

This is an advisory service and does not replace internal management responsibilities

Recommendations are based on information provided by the client and should be evaluated within the broader business context

The firm is not responsible for decisions made by the client based on insights provided

Communication & Meetings

Scheduled recurring meetings (monthly or quarterly depending on plan)

Email and phone support between meetings

Termination

Either party may terminate services with 30 days' written notice

Services may be paused in cases of non-payment or lack of client responsiveness.