



THE BOOKKEEPING CHAOS QUIZ

How spicy are your books? And no, we don't mean the ones you write.

Answer each question honestly. Give yourself the points shown. This isn't an audit—it's a quick way to see whether your bookkeeping is calm, getting messy, or auditioning for its own dramatic series.

SCORING: YES = 0 points • SOMETIMES / NOT SURE = 1 point • NO = 2 points

1. I have a separate bank account for my author/business activity.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

2. I use a dedicated business card or have a reliable way to identify business purchases.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

3. I can identify where my royalty and publishing-platform deposits came from.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

4. I can explain my PayPal, Venmo, Stripe, Square or other payment-platform transactions.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

5. I record direct sales, event sales and other income outside royalty platforms.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

6. I save receipts and invoices for business purchases.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

7. I report business expenses I paid personally.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

8. I know the difference between a transfer and income/expense in my books.

☐ YES (0) ☐ SOMETIMES / NOT SURE (1) ☐ NO (2)

9. My bank and credit-card accounts are reconciled regularly.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

10. I don't have months of transactions waiting in the bank feed.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

11. I can look at my Profit & Loss and reasonably understand what it says.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

12. I know approximately how much my author business earned and spent last month.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

13. I can identify money customers or others still owe my business.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

14. I review subscriptions and recurring business expenses.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

15. I have a consistent system for bookkeeping throughout the year—not just before taxes.

☐ YES (0)

☐ SOMETIMES / NOT SURE (1)

☐ NO (2)

Your Chaos Score

Add your points: TOTAL SCORE: _____ / 30

SCORE	YOUR BOOKS	WHAT IT MEANS
0–5	Calm & Collected	Your books appear to have a solid routine. Keep doing the monthly maintenance—and don't get too cocky. Plot twists happen.
6–12	A Little Messy	Nothing terrifying, but a few loose threads could become expensive or time-consuming later. Tighten the system now.
13–20	Chaos Is Entering the Chat	Your bookkeeping probably needs focused attention. A cleanup or better monthly process could save a lot of frustration.
21–30	Full Financial Plot Twist	The books may need a rescue mission. Don't spend another year guessing; start with a cleanup assessment and build from there.

Three Questions Worth Answering

What bookkeeping task do I avoid most?

What part of my numbers do I understand least?

What would I rather be doing with the hours I spend fighting my books?

YOU WRITE THE DIRTY BOOKS. WE'LL HELP KEEP THE FINANCIAL BOOKS CLEAN.
Ask KLtD about a complimentary Bookkeeping Chaos Check.

Educational information only. This resource is not tax, legal, or financial advice. Tax treatment depends on your facts and circumstances; consult the appropriate professional.