



# DEBBIE'S ACCOUNTING

Incorporation/LLC Set-Up : (Inc \$372.50 ~ LLC \$450) ★

Corporate Tax Returns \$250

★ Most Personal Tax Returns \$125

<b>Payroll Service Only</b> \$45 One-time setup charge	<b>Yearly/Quarterly Bookkeeping</b>	<b>Monthly Bookkeeping</b>
\$45 per month plus \$4.50 per paycheck <b>*End of Year 940/W3/W2 fees apply</b>	\$55 per hour	\$175 per month
<b><u>Services Include</u></b>	<b><u>Services Include</u></b>	<b><u>Services Include</u></b>
*Payroll Check Cuts or Paystubs (faxed or emailed)	*Data entry of Income and Expenses	*Bank Reconciliation & Credit Card Statement Entry (Up to 150 transactions total)
*Direct Deposit (+\$1.60 additional per check charged by Intuit)	*Bank/Credit Card Statement Reconciliation	*Recording of Petty Cash/Out of Pocket Expenses
*EFTPS: Tax Payments	*Quarterly Financial Statements	*Monthly Financial Statements (Income and Expense, Balance Sheet, General Ledger)
*Payroll Tax Form Filing: Federal & State	<b>ALL other services are \$55 per hour</b>	*Brief meeting to go over the Monthly Financial Statements
*New Hire Reporting	*Onsite QuickBooks Support/Training - \$65/hr	*Includes <b>Payroll Service</b> without a monthly fee, pay only for Checks Cut or Paystubs. FREE W2's up to 10 (\$4.50/each W2 after 10 + \$35 Qtrly RT-6 E-File Fee)
*Comprehensive Reports With Each Payroll		*Sales Tax/Doc Stamp Tax/Solid Waste Tax Preparation & E-File
*Employee Online Access to Paystubs & W2	<b>\$130 Annual Payroll Package Fee</b>	*Estimated Tax Planning
*Unlimited Changes and Instant Check Re-Cuts (subject to per check fee)	<b>\$35 Qrtly RT-6 E-File Fee &amp; \$30 End of Year (940 - W3 - W2) Efile Fee</b>	*Limited tax questions per month via telephone
*Superior Customer Service	<b>\$10 Each - Corporate &amp; Personal Tax Extensions</b>	*Limited QuickBooks questions per month via telephone
		<b><u>Additional Services</u></b>
<b>\$30 End of Year (940 - W3 - W2) Efile Fee</b>	<b><u>W3/W2 Preparation Fees for Non-Monthly</u></b>	*Audit Support - \$55/hr (Insurance/Workers Comp/IRS/DOR)
<b><u>W3/W2 Preparation Fees</u></b>	1-2: \$22.50 3-10: \$50 11+: \$50 + \$4.50 Each after 11	*Analyze Check Stubs or Loan Package Preparation Assistance - \$55/hr
1-2: \$22.50 3-10: \$50 11+: \$50 + \$4.50 Each after 11	<b><u>1099 Preparation Fees</u></b>	*Onsite QuickBooks Support/Training - \$65/hr
	1-2: \$22.50 3-15: \$50 16+: \$50 + \$4.50 Each after 15	*1099 Preparation: 1-2: \$22.50 3-15: \$50 16+: \$50 + \$4.50 Each after 15