



QuickBooks Initial Setup

Simple Start \$600	Essentials \$960	Plus \$1,440	Advanced \$2,040
Setting up Company Profile	Includes everything in Simple Start	Includes everything in Essentials	Includes everything in Plus
Setting up Bank Feed	Setting up Customers and Vendors	Setting up location and class tracking	Inventory Setup
Creating Banking Rules	Fixed Assets and Long Term Liabilities	Setting up Projects	Workflow Creation
Reconciling Bank Transactions	Creating Recurring Depreciation Journals	Training on how to manager Location and Class Tracking	QB Advance Training
Setting up Chart of Accounts	Creating Long Term Liability amortization schedules	Training on managing Projects	
Training on managing transactions through the Bank Feed	Training on invoicing Customers and inputting Vendor Bills		

QB Subscriptions (Discounted pricing):

Essentials	\$46.75
Plus	\$72.25
Advanced	\$170.00

Payroll Add Ons:

Full Service	\$ Packages starting at \$45.00 (additional fees per employee)
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Advisory/Compliance Services

(This will be billed to clients WITHOUT Monthly Bookkeeping Services)

Advisory Package:

Retainer Fee (Annual Fee)	\$500
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**Retainers will be utilized in 30min increments at the hourly rate of \$75/hr.

Included w/retainer

QuickBooks Training Material
Coaching/Support
Phone/Zoom Discussions

Any remaining Retainer on account can be utilized toward the upcoming tax season, or carried over to following year!!!
Retainers are Non-Refundable**

Monthly Bookkeeping Services:

Yearly Rates (Paid Monthly/Quarterly)

Package A \$5,000	Package B \$5,500	Package C \$6,000	Package D \$8,000
Monthly Bookkeeping	Everything Included in Package A	Everything Included in Package B	Everything Included in Package C
Account Reconciliation	Mid Year and End of Year Budget to Actual Analysis	Quarterly Budget to Actual Analysis	Monthly Budget to Actual Analysis
State/Industry Tax Filing (Does not include any fees payable to tax agency)			
Individual Tax Return w/ schedule C			
Initial Yearly Budget Creation			

*Bookkeeping needed to prepare tax returns at the end of year will be charged at the subscription monthly rate plus a 10% Convenience fee.

This applies to clients not subscribed to any monthly bookkeeping services.*

Other Services

Tax Preparation: (Includes 1 State and 1 Local)

Individual	\$220
Individual w/Schedule C	\$315
S-Corporation/Partnership	\$440
Corporation	\$690
State/Local Returns (per State/Local)	\$25
Not-for-Profit	
990EZ	\$440
990	\$690
501(c)(3) Filing	
1023EZ	\$1,095
1023	\$2,250

Business Startup:

Federal and State Identification application, Payroll withholding and unemployment insurance application, Assistance with applying for business licenses and tax accounts	\$940
A la carte	
Sales/Use Tax Filings	\$95/Month
Fuel Tax Filings	\$280/Qtr
1099/1098 Filing (10 forms)	\$25
Annual Report Filing	\$160/year
Offer in Compromise	\$2,000
Notary	\$10/signature