

Fixed Fee Package for Business Entities

Our business package combines accounting and tax services for one flat monthly fee, so you'll always know what to expect. You can choose from our basic tax and accounting package or contact us to discuss your unique accounting solution.

Basic Package Services Include:

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| 1. Enter Checks and Deposits | Monthly |
| 2. Journal Entries for Depreciation, Mileage, Expenses | Monthly |
| 3. Reconcile Bank Statements | Monthly |
| 4. Financial Statements | Monthly |
| 5. Secure Access to Client Portal | Included |
| 6. Advice about new Tax Laws | Included |
| 7. Key Performance Indicator Monitoring | Included |
| 8. Unlimited Consultation by phone or email | Included |
| 9. Owner Compensation Planning and Guidance | Included |
| 10. Business Strategy Session | Included |
| 11. Review Prior Year's Tax Return | Included |
| 12. Personal Property Tax Return | Included |
| 13. Sales Tax Return | Included |
| 14. 1099s | Included |
| 15. Estimated Income Tax | Included |
| 16. Business Income Tax Return | Included |
| 17. Tax Planning Session | Included |
| 18. Bill Processing And Vendor Payments | Optional |
| 19. Personal Income Tax – Form 1040 Prep | Optional |
| 20. Tax Audit Representation | Optional |
| 21. Payroll Processing | Optional |



Certified Public Accountant

410.931.5010

www.ralibertocpa.com