

Service Packages	Basic Package*	Gold Package	Payroll Only Package	Platinum Package	Services Offered Individually
<i>\$75 Start Up Fee for all packages</i>					
<i>Pricing (monthly)</i>	<i>\$300</i>	<i>\$600</i>	<i>\$200</i>	<i>\$1300</i>	<i>varies</i>
Income/Expense Recording	●	●		●	
Weekly Updates	Add \$50	●		●	
Bank Reconciliations	●	●		●	
Estimated Quarterly Tax Prep	●	●		●	●
Sales & Use Tax Return Prep	Add \$25	●		●	●
Profit & Loss Statement	●	●		●	
Balance Sheet	●	●		●	
Cash Flow Statement	●	●		●	
Job Costing/Grant Tracking		Add \$100		●	
Vendor Bill Payment		●		●	
Bill payment system		●		●	
Customer Billing		●		●	
Basic Support (response within 36 hr)	●		●		
Silver Support (within 12 hr)		●			●
Gold Support (Within 8 hr)					●
Platinum Support (Within 4 hr)				●	●
Payroll Facilitation– up to 5 employees (add. fees add.employees)			●	●	
Timesheet Recording			●	●	
FICA, State, UI payments & reporting			●	●	
1099 & W2 filings**			●	●	●
Annual Profitability Analysis					●
Qtr Profitability Analysis				●	●
Monthly Profitability Analysis					●
QBO	●	●	●	●	●
Budgets				●	●
QuickBooks Consulting					●

*Quarterly options may be available

**Additional Annual Fees may apply

***For the year bookkeeping services are performed



Conquer Your Books!

- 1099 & W2 Filings - \$50 for up to 5 forms
- Budgets/projections – \$100
- QuickBooks Consulting - \$150 per hour
- Support Packages
 - o Silver Support includes inquiry and support response within 12 hours of contact - \$50 monthly
 - o Gold Support includes inquiry and support response within 8 hours of contact - \$75 monthly
 - o Platinum Support includes inquiry and support response within 4 hours of contact - \$125 monthly
- Profitability Analysis/Consulting Packages
 - o Annual Analysis - \$2000 annually
 - o Quarterly Analysis – \$1500 annually (billed quarterly - \$375)
 - o Monthly Analysis - \$1200 annually (billed monthly - \$100)
- Income Tax Prep (starts at)
 - o Individual, not married, no children - \$60
 - o Individual with education credit, children, married and/or with itemized deductions - \$150
 - o Earned Income Credit qualified - \$200
 - o 1040 plus schedule C (self employed, contractor, etc) - \$300
 - o 1120S (S-corp taxes) – starts at \$450
 - o 1065 – starts at \$450