

#### Bronze

Monthly Bookkeeping

- 1 Checking Account
- 1 Savings Account
- 1 Credit Card Account

PayPal, Ebay, and other nontraditional banks will be charged an extra \$150/month

Monthly Profit & Loss and Balance Sheet NO Sales Tax Compliance or Filing

Email Support: 72-96 hr response

No Regular Phone Support

Annual Zoom Meeting Client enters deposits and pays bills Discounted Quickbooks Products Free Electronic Document

Storage

## Silver

Monthly Bookkeeping 1-2 Checking Accounts 1 Savings Account 1-2 Credit Card Accounts

PayPal, Ebay, and other nontraditional banks will be charged an extra \$150/month

Monthly Profit & Loss and Balance Sheet

Sales Tax Compiance, NO Filing Email Support: 48-72 hr response
Phone support by appointment per month.

Two Zoom Meetings per Year (mid year and year end suggested).

Client enters deposits and pays bills

Discounted Quickbooks Products Free Electronic Document Storage

### Gold

Bi-weekly Bookkeeping 1 Checking Accounts 1 Savings Account

1 Credit Card Accounts

PayPal, Ebay, and other nontraditional banks will be charged an extra \$150/month

Monthly Management Repors generated from Quickbooks

Sales Tax Compliance & Filing Priority email support: 24-48 hr response.

Phone support by appointment. Biweekly appointments only.

1 Zoom meeting per month.
AP & AR discounted to
\$150/month each.
Discounted Quickbooks
Products
Free Electronic Document
Storage

## **CFO**

Weekly Bookkeeping
2 Checking Accounts
2 Savings Accounts
2 Credit Card Accounts

Non traditional banks discounted to \$50/month.

Enhanced reporting

Sales Tax Compliance & Filing

Unlimited email support.

Unlimited phone support.

Weekly Zoom Meetings.

AP & AR Included
Discounted Quickbooks
Products
Free Electronic Document
Storage

# Add ons\*

Quarterly Sales Tax 1099 Vendor Tracking/W9 1099 Filing Corporate Compliance

Accounts Receivable

Accounts Payable

Extra bank/cc accounts

Weekly Bookkeeping

**Payroll** 

\*If these things aren't included in your package but you're not ready to jump up to the next package, you can add these on!