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BUSINESS FORMATION, PAYROLL, COMPLIANCE, AND MAINTENANCE

DREAMERS PACKAGE--\$100 READY TO BRING YOUR VISION TO LIFE?

This package provides: 15 name searches in the State databases; Preparation & filing of Articles of Incorporation; Federal Tax ID/EIN; Listing of forms corporations need to stay legally compliant. **Does not include consultations, questions, tax planning, or State or Federal filing fees.**

STARTER PACKAGE LLC/ CORPORATION--\$175 LAY YOUR FOUNDATION WITH OUR STARTERS PACKAGE.

This package provides: 30 name searches in the State databases; Preparation & filing of Articles of Incorporation/Operating agreement; Federal Tax ID/EIN; Sample Bylaws/Operating agreement; and toll free number.* **Does not include any consultations, questions, tax planning, State or Federal filing fees.**

OWNERS PACKAGE LLC/ CORPORATION--\$325

JUST ADD YOUR BUSINESS PLAN & YOU'RE READY TO OPEN. We provide you with the following: Unlimited name searches; Preparation & filing of Articles of Incorporation; Federal Tax ID/EIN; Customization of standard bylaws/operating agreement; Sample copy of corporate minutes; toll free number **Does not include tax planning, or State or Federal filing fees.**

EXECUTIVE PACKAGE LLC/ CORPORATION--\$475

SHOW THE WORLD YOU MEAN BUSINESS! Package includes: Unlimited name searches; Preparation & filing of organizing documents; Federal Tax ID; Dunn & Brad Street registration; Customization of bylaws; Corporate minutes forms; Sample business plan; Sample financial statements, and toll free number.* **Does not include Tax Planning, or State/Federal filing fees.**

NON PROFIT SETUP--\$750

WANT TO MAKE A DIFFERENCE, BUT DON'T KNOW WHERE TO START? Then this nonprofit setup package is for you! Package provides: Preliminary nonprofit name clearance; Federal Tax ID; Customization of Bylaws; Completion & filing of organizing documents; Completion of IRS 1023 application for Federal Tax Exemption; and toll free number.* **Does not include State/Federal filing fees.**

1 HOUR CONSULTATION--\$125.00 1/2 HOUR CONSULTATION--\$75.00

Do you know how to prepare your own taxes, but still have a few questions? Do you already know how to setup your own business structure, but aren't sure what forms you need? If so, get the assistance of a nonprofit & for profit corporation owner with IRS credentialed tax knowledge! Gather your things and schedule your 60-minute session today. **All DIY assistance sessions must be purchased in 30 minute increments. NON REFUNDABLE.**

FULL SERVICE PAYROLL--**\$45.00 a month, plus \$7.00 per employee** Payroll company is responsible for all filings and deposits of federal, state, & local taxes. W-2's are also filed for you.

DO IT YOURSELF PAYROLL --**\$11.00 a month** you alone are responsible for all of your federal, state, and county tax payments.

REGISTRATION OF BUSINESS TAX PAYMENT ACCOUNT (STATE & COUNTY) for tax paying number--**\$35.00.**

REGISTRATION OF BUSINESS TAX PAYMENT ACCOUNT (FEDERAL) Registration of Business with IRS for tax paying number--**\$35.00.**

STATE NEW HIRE REPORTING --**\$35.00 Per employee.**

STATE UNEMPLOYMENT REGISTRATION--**\$35.00 Per employee.**

TAX REGISTRATION, NEW HIRE REPORTING, & UNEMPLOYMENT REPORTING--Bundle package rate **\$99.00.**

EMPLOYMENT PACKET FOR ADULTS (ages 21-99) --**\$39.95** Includes Federal & State new hire forms and job description.

EMPLOYMENT PACKET FOR CHILDREN (ages 7-21) --**\$49.95** Includes Federal & State new hire forms; job description; **IRS Audit Proof Substantiation of employment documents**; Reporting Documents.

QUICKBOOKS ONLINE ACCOUNTING SOFTWARE--**\$20.00 a month** (If you don't want to pay this amount you can get your own QBO account and give us access).

NO COST BOOKKEEPING & ACCOUNTING SOFTWARE -- **\$125.00 Setup fee, \$0 monthly fee.** Additional support billed at \$75.00 an hour.

COLLECTION AGENCY FOR A/R Third party vendor handles collections on your behalf. -- **\$35.00 Setup fee, \$0 monthly fee.**

TOLL FREE NUMBER WITH EMAIL FAX-- Memo on Call, Multiple Extensions, Internet Fax Auto Attendant, Conference calling, Call recording--**\$10.00 Per month.**

EXPENSE ACCOUNT—Needed by C/S corporations to track expenses and reimbursements of employee business expenses. Without this account, employee expenses can be denied by the IRS. --**\$35.00 Setup, \$0 monthly fee.**

T-SHEETS –Easily track time on any device to streamline payroll, send accurate invoices. Flat fee of \$20.00 per month, plus \$5.00 per employee/administrator.

***Toll free number is free for the 1st 30 days**

BUSINESS AGREEMENTS AND COMPLIANCE RESOLUTIONS

INDEPENDENT CONTRACTOR AGREEMENT: 1099 Contractor agreement— COST \$39.95 per agreement. Additional agreements for same contractor type used in the same month \$25 per additional agreement.

1099 ONBOARDING SERVICE—Pricing starts at \$50.00 per employee.

RESOLUTION FOR SALARY: Corporate Resolution to adopt salary— COST \$39.95.

RESOLUTION DOCUMENTS: Corporate Resolutions— COST \$39.95.

OPERATING AGREEMENT: Strongly suggested for LLC & Partnerships— COST \$99.99

CORPORATE BYLAWS: Details how business and day to day operations will be handled. Cost varies starts at \$199.99-\$499.99.

EMPLOYMENT PACKET FOR ADULTS: For S-Corp members that need to hire themselves or a spouse. Includes new hire forms; job description — COST \$39.95.

EMPLOYMENT PACKET FOR CHILDREN: Includes new hire forms; job description; **IRS Audit Proof Substantiation of employment documents**; Reporting Documents — COST \$49.95.

Solo 401k/IRA Creation--\$375.00-\$1,500

Account setup includes:

- Company Registration.
- Classification of Fund.
- Designation of Account Privileges.
- Qualified Retirement Fund Agreement
- Options trading agreement.
- Uninvested funds options.
- Beneficiary designations.
- Notarized Spousal Consent.
- Trustee Designations.
- FINRA Regulation compliance.
- Electronic documents delivery.
- Loan withdrawal option designation

Accountable Plan Creation--\$225.00

Account Setup Includes:

- IRS regulated requirements.
- Employer & Employee plan agreement.
- Classification of plan.
- Spreadsheet for tracking accountable plan transactions.
- Electronic software for employee expense capture & reimbursement payments.

NONPROFIT COMPLIANCE PACKAGE \$249 (Includes 1 state).

- Ensure Organization is Registered & Properly Listed with The IRS.
- Ensure Current Federal Tax Exempt Status Is Up-to-date.
- Ensure Organizations State Nonprofit Requirements & Registrations Are Up- to-date.
- Complete Required Registration Documents for Charitable Solicitation. *
- File Required Registration Documents for Charitable Solicitation. **
- Completion of State Financial Reports. ***
- Filing of State Financial Reports.
- Secure State-Level Tax Exemption within your State.
- Complete Paperwork as Needed for Charitable Games License.
- Contact, verify, and update contact information for officers, directors, and Trustees according as required by State & Federal agencies.

NONPROFIT FEDERAL TAX PACKAGES

Filing of Federal Information Return. (Pricing includes 1 hour of bookkeeping to tally figures. Additional bookkeeping billed at \$65 an hour).

Revenues Under	\$50,000	Cost of tax preparation	\$ 175
Revenues	\$50,000- \$100,000	Cost of tax preparation	\$450
Revenues	\$100,000-\$200,000	Cost of tax preparation	\$725
Revenues	\$200,000-\$300,000+	Cost of tax preparation	\$1000

NONPROFIT STATE TAX PACKAGES

Filing of State Information Return. (Pricing includes 1 hour of bookkeeping to tally figures. Additional bookkeeping billed at \$65 an hour).

Revenues Under	\$25,000	Cost of tax preparation	\$ 75
Revenues	\$26,000- \$150,000	Cost of tax preparation	\$175
Revenues	\$150,000-\$300,000	Cost of tax preparation	\$275

Listed below are the additional documents are required if you don't have the balance sheet, income statement, and statement of cash flows available. Please note these documents are required to complete your tax return. Bookkeeping services are billable at \$65 an hour.

- Form SS4
- Expenses
- Bank Statements
- Cancelled Checks
- Previous Tax Filings
- Articles of Incorporation.
- Grants Written & Received
- Contributors Information
- Accrued Expenses & Revenue
- IRS Letter of Determination

*1 state included, additional states billed at \$75 each.

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***Does not include bookkeeping or completion of financial statements.

Revenues, expenses, etc. should already be tallied up.