



**Fixed-Price Monthly Accounting Services**

	Pro Lite	Pro Go	Pro Gold	Pro Premium	Pro Deluxe	Custom Package
	Great for startups	A growing business	Enter Slogan here	Enter Slogan here	Enter Slogan here	Minimum Base
Monthly Price	\$149	\$259	\$379	\$500	\$1,500	\$75
Required one time set up cost	\$300-\$1000 Clean-up and adjustments for last 9 Months	\$100-\$750 Clean-up and adjustments for last 9 Months	\$100-\$500 Clean-up and adjustments for last 9 Months	\$100-\$300 Clean-up and adjustments for last 9 Months	No Cost for first 3 months, Paid in Advance, Otherwise \$100	Cost Varies based on services needed.
Service/Scope of Work Features						
Record and Post all Business Transactions into financial software	Up to 50 Transaction	Up to 75 transactions	Up to 125 Transactions	Up to 200 Transactions	✓	Need your own package?
Reconcile accounts (bank, cc, loan, etc)	Up to 2	Up to 2	Up to 3	Up to 5	Up to 5	Fill out the Form
Provide Financial statements	✓	✓	✓	✓	✓	<a href="#">HERE</a>
Phone/web consult to review prior month (up to one hr)	✓	✓	✓	✓	✓	to request a 100%
Quickbooks Online Subscription	✓	✓	✓	✓	✓	CUSTOMIZED
Email support	✓	✓	✓	✓	✓	quote for YOUR
Discount on most add on options	10%	10%	15%	20%	20%	needs!
One hour additional phone/web support			✓	✓	✓	
Deliver and review customized financial reports				✓	✓	
Collaborate with your cpa /tax acct				✓	✓	
Accrual Based Reporting set up for Management				✓	✓	
Entry of Cash Based or Non Bank Ledgers	Annual Adjustment Only	Annual Adjustment Only	Up to 50 Transactions	Up to 100 Transactions	✓	
Monthly On-site meeting (Half-Day)	\$60/hr	\$60/hr	Remote 1-hour included \$50/hr	Remote 1.5-Hour Included \$45/hr	✓	
Payroll Included					✓*	
Sales Tax	\$75	\$75	\$50	\$25	✓	
Hubdoc Document Portal	\$20/per user	\$20/per User	\$20/per User	✓	✓	
Cloud Based Document Storage (Prices may change based on service provider) SGB			✓	✓	✓	
Additional Services (Add-ons)						
Work Comp Audit	\$50	\$50	✓	✓	✓	
Accounts Payable					✓*	
Accounts Receivable					✓*	
Additional Transactions					✓*	
Budgeting					✓	
Virtual Assistant (Per Hour)				1-hour Included	3-hours Included	
Scanning/Electronic Filing System (Virtual)	\$30	\$30	\$25	\$20	✓*	
Employee Form Retrieval for New Hires				✓	✓	
Human Resource Services					✓	

\*limitations may be required, this will all be discussed in initial meeting



Fixed-Price Monthly Payroll Services

	Payroll Lite	Payroll Go	Payroll Gold	Payroll Premium	Quickbooks Desktop Payroll	Quickbooks Desktop Payroll
	<i>Enter Slogan here</i>	<i>Enter Slogan here</i>	<i>Enter Slogan here</i>	<i>Enter Slogan here</i>	<i>We take care of it for you</i>	<i>You control the payroll</i>
Monthly Price	<b>\$35</b>	<b>\$55</b>	<b>\$80</b>	<b>\$120</b>	<b>\$50</b>	<b>\$35</b>
Payroll Set up	\$150	\$150	\$100	Included	\$150	\$150
<b>Payroll Packages - Quickbooks Online Payroll offered with a \$5 discount to what is shown online</b>						
Number of Employees	1-3	4-10	10 Included each additional \$4/each	10 Included each additional \$4/each	Unlimited	Unlimited
Direct Deposit	\$6	\$18	✓	✓	\$1.75/ea	\$1.75/ea
Quarterly Tax Forms 941, RT-6 (FL), 940	\$75	\$50	✓	✓	\$50	\$100
New Employee Set up	✓	✓	✓	✓	✓	✓
Employees can view pay stubs online	✓	✓	✓	✓	✓	✓
No software required	✓	✓	✓	✓	✓	✓
Payroll Tax Deposit done for you	\$11 per Deposit	\$10 Per Deposit	✓	✓	✓	✓
W-2's	\$100 Base Fee + \$4 per Form	\$75 Base Fee + \$3 per Form	✓	✓	\$75 Bas fee +\$3 per Form	\$100 Base fee + \$4 per Form
1099's	\$100 Base Fee + \$5 per Form	\$100 Base + \$5 per Form	\$100 Base + \$5 per Form	\$75 Base + \$5 Per Form	\$100 Base + \$5 per Form	\$100 Base + \$5 per Form
Payroll Outside of Florida			✓	✓	Cost Increase based on State	Cost Increase based on State
Tip Credit Report			✓	✓	\$50	
<b>Add-on Services</b>						
Employee Form Retrieval for New Hires	\$15	\$15	\$10	\$10	\$10	\$10
Human Resource Services	\$100	\$100	\$75	\$75	\$75	\$100