

# Monthly Services

Services	<b>Starter</b> Start-ups & Sole Proprietor	<b>Bronze</b> Small business	<b>Silver</b> Smaller & Mid-Sized business	<b>Enterprise</b>
<b>Transactions per month*</b>	<b>Less than 75</b>	<b>76-150</b>	<b>151-250</b>	
Bookkeeping and reconciliation for all accounts	Monthly	Semi-monthly	Weekly	
Cash, bank, credit, merchant, payroll, and/or loan account reconciliations	✓	✓	✓	
Financial Reporting (P & L, Balance Sheet, Cash Flow Report)	✓	✓	✓	
Chart of accounts setup and align to tax categories	✓	✓	✓	
Senior accountant review	✓	✓	✓	
Email & phone support	Weekly	Weekly	Semi-weekly	
City and/or Sales Tax Preparation	City only	✓	✓	
Bank/credit card accounts reconciled monthly	1-2	3-4	5-6	
Monthly insights and comments sent with "Financials"	✓	✓	✓	
Licensed Tax Preparer access & collaboration		✓	✓	
Access to customizable reports and forms		✓	✓	
Financial meetings via phone and/or web			Monthly	
Prepare Annual Statement of Information (State of CA) with \$25 fee included			✓	
Inventory and/or Sales Tracking by product or services as needed			✓	
Annual 1099 filings for contractors			✓	
AP management and processing				
Multi-department Income & Expense tracking				
Tax Preparation Add-on Services. Additional if needed				
	\$50	\$55	\$60	
<b>*Main criteria for package selection</b>	<b>\$275</b> \$325 with Tax Preparation	<b>\$450</b> \$505 with Tax Preparation	<b>\$695</b> \$755 with Tax Preparation	<b>Call for pricing</b> <b>424-603-0012</b>