



**GG ACCOUNTING & TAXATION SERVICES CORP**

**Monthly Fees -Small Business Bookkeeping Experts NO WORKLOAD**

**PH (866) 540-4TAX (829)**

Required One-time setup cost  
Starting From:

	<b>PLANNING</b>	<b>ORGANIZING</b>	<b>CONTROLLING</b>	<b>LEADING</b>
	Services or Retailer with Receipts from \$250K	Services or Retailer with Receipts from \$750K	Services or Retailer with Receipts from \$1MM	Services or Retailer with Receipts from \$2MM
<b>Monthly Price</b>	<b>\$607</b>	<b>\$1,300</b>	<b>\$1,734</b>	<b>\$2,600</b>
<b>Services per month:</b>	<b>Needed to assurance information and transactions are real, accurate and detailed.</b>			
1-Bank reconciliation	X	X	X	X
2-Credit Cards Reconciliation	X	X	X	X
3-Payroll Reconciliation	X	X	X	X
4-Loans Reconciliation	X	X	X	X
5-Sales Tax reporting	X	X	X	X
6-Management Reports set for Manager or Owners	X	X	X	X
7- By Class Reports	X	X	X	X
8-By Location reports	X	X	X	X
9- Customize Reports	X	X	X	X
10- Cash Flow Reports	X	X	X	X
11-A/Rs review	X	X	X	X
12-Deposits review	X	X	X	X
13-A/Ps review	X	X	X	X
14-Fringe Benefits Reconciliation	X	X	X	X
15-IRS payments reconciliation	X	X	X	X
16-Equity reconciliation	X	X	X	X
17- Accounting for tax purposes	X	X	X	X

Monthly Price	\$607	\$1,300	\$1,734	\$2,600
<b>Included:</b>	<b>Needed to generate accurate reports for high transactions volume or complex data.</b>			
18-Assets Accounts	X	X	X	X
19-Liabilities Accounts	X	X	X	X
20-Equity Accounts	X	X	X	X
21-Chart of Account handle	X	X	X	X
22-Cash or Accrual Accounting	X	X	X	X
23- Inventory Balances review	X	X	X	X
24-IRS payments review	X	X	X	X
25-Assests review	X	X	X	X
26-Monthly Meeting	2 hours per month	4 hours per month	6 hours per month	8 hours per month
27- Monthly QuickBooks Support	2 hours per month	4 hours per month	6 hours per month	8 hours per month
<b>Year-end included:</b>	<b>Important for year-end and/or tax filing purposes</b>			
28-1099s Vendors	X	X	X	X
29-Depreciation & Amortization	X	X	X	X
30-Accrued Expenses	X	X	X	X
31-Assets Reconciliation	X	X	X	X
32-Workpapers Audit	X	X	X	X
33-Notes, Memos, etc	X	X	X	X

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<b>Additional costs:</b>	<b>More benefits are included, extra services ask for a quote.</b>			
Payroll	<i>From \$ 200 per month</i>	<i>From \$ 200 per month</i>	<i>From \$ 200 per month</i>	<i>From \$ 200 per month</i>
Responsible party	X	X	X	X
Corporate Tax Services	Discount	Discount	Discount	Discount
Income Tax Services	Discount	Discount	Discount	Discount
IRS notices & letters*	X	X	X	X
Estate Notices & Letters*	X	X	X	X
Books Clean-Up	Ask for a quote	Ask for a quote	Ask for a quote	Ask for a quote
<b>* Notices &amp; Letter: NO more than 2 per month, confirmation for extra costs is required.</b>				
<b>More Benefits:</b>	<b>Many benefits are included, other required quote</b>			
Access to our Bookkeeping support Team	unlimited emails, 1 hour per week for calls or online	unlimited emails, 1 hour per week for calls or online	unlimited emails, 2 hours per week for calls or online	unlimited emails, 4 hours per week for calls or online
Access to our Enrolled Agent EA	unlimited emails, 1 hour per week for calls or online	unlimited emails, 1 hour per week for calls or online	unlimited emails, 2 hours per week for calls or online	unlimited emails, 4 hours per week for calls or online
Consulting IRS or State*	1 call per month	2 calls per month	3 calls per month	4 calls per month
Training & Support	Monthly with 1 hour session	Monthly with 2 hours session	Monthly with 3 hours session	Monthly with 4 hours session
Response time	4 business day	4 business day	3 business day	3 business day
<b>* CALLS: Up to 1.5 hours</b>				

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<b>Contract Terms:</b>	<b>Payments, Cancellations and Answers.</b>			
Cancellation	45 days notice	30 days notice	30 days notice	at any time
Completion/Delivery Date	By the end of the following month	By the 25th of the following month	By the 25th of the following month	By the 22th of the following month or sooner
Special Projects / Out of Scope Requests	Ask for a quote- discount	Ask for a quote- discount	Ask for a quote- discount	Ask for a quote- discount
Monthly Payments	Bank Account automatic debit 2nd day of the month	Bank Account automatic debit 2nd day of the month	Bank Account automatic debit 2nd day of the month	Bank Account automatic debit 2nd day of the month