



Monthly Tax Maintenance Packages

	VIP	Business	Basic
Monthly Investment:	Starting at \$999/month	Starting at \$699/month	Starting at \$499/month
Annual Tax Preparation			
Individual Tax Returns - Federal, State(s), & Local(s)	✓	✓	✓
Business Tax Returns - Federal, State(s), & Local(s)	✓	✓	
Form W-2, 1099-INT, & Form 1099-Misc - Annual Preparation	✓	✓	\$35 per form
Business Annual Reports for Each Required State	✓	\$150/state + state fees	\$150/state + state fees
Amended Returns & Backwork	Fixed Fee - Quoted	Fixed Fee - Quoted	Fixed Fee - Quoted
Tax Planning			
Implementation of Your Tax Plan Design	✓	✓	✓
Quarterly Estimated Tax Calculations Based on Safe Harbor Requirements	✓	✓	✓
Retirement Contribution Calculations	✓	✓	✓
Year-End Tax Planning (October/November)	✓	✓	✓
Mid-Year Tax Planning (May/June)	✓	✓	
Quarterly Tax Planning (April, June, September, November)	✓	✓	
Support			
Unlimited Support - Phone, Email, & Video Conferences	✓	✓	✓
Virtual Video Meetings Anywhere in the World	✓	✓	✓
Screen Record & Screen-Share Communication	✓	✓	✓
Prioritized Communication System	✓	✓	✓
24/7/365 Access to Secure Digital Workspace	✓	✓	✓
Evening Appointments	✓	✓	
VIP Saturday Appointments	✓	✓	
VIP Direct Access to Alexis (Texting & Direct Telephone Line)	✓	✓	
Annual Registered Agent Services for Out of State Registrations	✓	✓	
Education			
Monthly Tax Newsletter & Social Media Updates	✓	✓	✓
Tax Coaching on Proper Bookkeeping/Recordkeeping	✓	✓	✓
Planning Meetings w/ Your Financial Advisor & Attorney	4 Meetings/Year	2 Meetings/Year	1 Meeting/Year
Due Date Notifications for Quarterly Estimated Tax Payments	Text & Email	Email	Email
Bookkeeping, Payroll, and Audit Representation			
Quarterly Bank, Credit Card, & Payroll Reconciliations in QBO	✓	✓	
Payroll Monthly Subscription (Gusto or Paychex)	✓	✓	
QuickBooks Online Monthly Subscription	✓	✓	
Business - IRS/State Audit Protection Plan	✓	\$349/year	
Individual - IRS/State Audit Protection Plan	Gold	Silver	Basic
Annual Payment Discount	5%	5%	5%
Separate Services from Monthly Packages			
Initial Tax Plan Design (see FAQ on website) - One Time Investment	Fixed Fee - Quoted	Fixed Fee - Quoted	Fixed Fee - Quoted
Full Service Bookkeeping (Categorization & Reconciliation)	Starts at \$299/m	Starts at \$299/m	Starts at \$299/m
Bookkeeping Clean-up & Backwork	\$75/hour	\$85/hour	\$85/hour
New Entity Set-up	\$495/state + state fees	\$495/state + state fees	\$495/state + state fees
Employee Payroll Tax Registration (Withholding and UI are separate filings)	\$199/state + state fees	\$199/state + state fees	\$199/state + state fees
Minutes of the Board/Annual Meeting Minutes	\$199/state + state fees	\$199/state + state fees	\$199/state + state fees