



Monthly Tax Maintenance Packages

	VIP	Business	Basic
Monthly Investment:	Starting at \$1,499	Starting at \$999	Starting at \$699
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
FinCEN BOI Filing Initial Report or Updates to Report	✓	\$150	\$150
Annual Retirement Plan Questionnaire Preparation for Third Party Administrator	✓	✓	✓
Annual Registered Agent Services for Out of State Registrations	✓	✓	✓
Tax Planning			
Implementation of Your Tax Plan Design	✓	✓	✓
Set Up of Any Entity Needed Based on Tax Plan Design	✓	✓	✓
Quarterly Estimated Tax Calculations & Vouchers	✓	✓	✓
Retirement Contribution Calculations for Employer/Owner Only Plans	✓	✓	✓
Year-End Tax Projection & Strategizing (October/November)	✓	✓	✓
Mid-Year Tax Projection & Strategizing (May/June)	✓	✓	✓
Pass Through Entity Tax Credit Calculations	✓	✓	✓
Unlimited Updates to Your Tax Projections	✓	✓	✓
Updates to Gusto Payroll with Changes in Your Plan	✓	✓	✓
IRS Account Monitoring for Notices & Correspondence	✓	✓	✓
Support			
Unlimited Support - Phone, Email, & Video Conferences	✓	✓	✓
Virtual Meetings with Team Members - Any Time Scheduled in Advance	✓	✓	✓
Screen Record & Screen-Share Communication	✓	✓	✓
Prioritized Communication System	✓	✓	✓
24/7/365 Access to Secure Digital Document Storage & E-Signatures	✓	✓	✓
Client Mobile App w/ Scanner, Chat, Invoicing, Questionnaires, & E-Signatures	✓	✓	✓
Instant Messaging Service with Team Cerebral	✓	✓	✓
Evening Appointments	✓	✓	✓
VIP - Saturday Appointments	✓	✓	✓
VIP - Direct Access to Alexis Gallati	✓	✓	✓
Education			
Monthly Tax Newsletter & Social Media Updates	✓	✓	✓
Tax Coaching on Proper Bookkeeping/Recordkeeping	✓	✓	✓
Access to Cerebral Wealth Academy Videos & Education Resources	✓	✓	✓
Planning Meetings w/ Your Financial Advisor & Attorney	Unlimited	2 Meetings/Year	1 Meeting/Year
Due Date and Reminder Notifications for Various Tax Events Throughout the Year	App	Email	Email
Bookkeeping, Payroll, and Audit Representation			
2 Hours of QuickBooks Online (QBO) Clean-up	✓	✓	✓
Monthly Reconciliations in QBO for 1 Bank Acct., 1 Credit Card Acct., and Payroll	✓	✓	✓
QuickBooks Online Monthly Subscription Determined by Team	✓	✓	✓
Monthly Categorization of Transactions in QBO for 1 Bank Acct. and 1 Credit Card Acct.	✓	✓	✓
Gusto Payroll Monthly Subscription for Single Owner Only	✓	✓	✓
Business - IRS/State Audit Protection Plan	✓	\$349/year	✓
IRS/State Notice Responses - up to 3 per Year	✓	✓	✓
Audit Representation	Up to 10 Hours	Up to 5 Hours	✓
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 (See the Bookkeeping Packages Price Sheet)	Starts at \$499/m	Starts at \$499/m	Starts at \$499/m
Bookkeeping Clean-up & Backwork	\$95/hour	\$95/hour	\$95/hour
Amended Returns & Backwork	Fixed Fee - Quoted	Fixed Fee - Quoted	Fixed Fee - Quoted
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



Bookkeeping Service Packages

	Full Service Custom	Full Service Level 2	Full Service Level 1	Basic Package
Monthly Investment:	Flat Rate Custom Quote	Starting at \$599/month	Starting at \$499/month	Included with Your Tax Maintenance Package
Accounting Services				
Monthly Subscription to QuickBooks Online (QBO)	✓	✓	✓	✓
Recording of All Deposits and Expenses (Over 500 Transactions per Month)	✓			
Recording of All Deposits and Expenses (Up to 500 Transactions per Month)		✓		
Recording of All Deposits and Expenses (Up to 200 Transactions per Month)			✓	
Monthly Reconciliation of Bank and Credit Cards in Quickbooks Online (QBO)	✓	✓	✓	
Reconciliation of Bank and Credit Cards Every 4 Months in Quickbooks Online (QBO)	✓	✓	✓	✓
Clean-up & Backwork (aka Mass Recategorization of Transactions)	\$85/hr	\$85/hr	\$85/hr	\$95/hour
Preparation of Financial Statements	Monthly	Monthly	Monthly	Annually
Pulling Monthly Bank and Credit Card Statements (if available)	✓	✓	✓	✓
Payroll Services				
Monthly Gusto Payroll Subscription	Quoted	Quoted	Quoted	Quoted
Recording and Reconciling All Payroll Activity in QBO	✓	✓	✓	✓
Adjust Payroll as Necessary For New Information	✓	✓	✓	✓
Employer Payroll State Tax Registration (Withholding and UI are separate filings)	\$199/state + state fees	\$199/state + state fees	\$199/state + state fees	\$199/state + state fees
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	✓	✓	✓	✓
Education				
Coaching on Proper Bookkeeping/Recordkeeping	✓	✓	✓	✓
Video Tutorials for Best QBO Practices	✓	✓	✓	✓
Coaching on Business Activity vs Personal Activity	✓	✓	✓	✓