

K.P. Monaco Associates, P.C.

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STANDARD FEE SCHEDULE

Compilation / Bookkeeping

Monthly starting @ \$400 per month
Quarterly starting @ \$450 per quarter
New client set-up starting at \$250

* *Our regular bookkeeping services include bank and credit card reconciliations and quarterly meetings to review your financial and tax situation. Due to additional compliance requirements an additional fee will be charged for "compiled" financial statements. Please contact Karen for details and other options.*

Complete outsourced bookkeeping

Up-to-date daily/weekly bookkeeping/ bill pay
/invoicing, starting at \$250/week

Quickbooks

Set up, training, clean-up (includes drive time)
\$295/3 hours, \$375/4 hours, \$725/8 hours
**some software requires significant set up and training done by the providers. Their fees are set and charged separately.*

OTHER ITEMS

Consulting, telephone consultation, IRS/State audit representation, personal financial statements, financial forecasting, projects, budgets \$185.00/hour

Sales Tax

Calculate, file, and pay your state sales tax: monthly, quarterly, or annually starting @ \$150 per return

Personal Tax Returns

Form 1040 and amended returns -starting at \$500
Individual State Tax Return - starting at \$300

Business Tax Returns

Corporation, Partnership, LLC (avg) \$700
Texas/other state returns (avg) starting @ \$300

RETAINERS

New tax clients and those moving or not local:
\$400 min. individual return
\$700 min. new corp tax return

New bookkeeping clients:
Greater of 3 months of processing or \$400 up front

Quickbooks:
\$295/375 min. 3-4 hrs QB cleanup in office

Payroll Tax Processing

Quarterly payroll tax starting @ \$350*

Year end forms \$7.50 each per W-2, 1098, 1099, etc., starting @ \$75.00

**If quarterly reports were prepared by client additional charge may apply to review/verify*

Live Payroll Processing - CALL FOR DETAILS