Bookkeeping Services

You are a small business owner with lots to do.

We’re professional bookkeepers with experience serving entrepreneurs.

Let us take bookkeeping off your hands forever – so you can focus on what matters most.

Each month or quarter we will complete the following tasks for you:

* Reconcile Bank Account
* Generate an Income statement
* Generate A Balance Sheet
* Make necessary General Ledger entries
* Sales Tax Calculations
* Other options available

These tasks form a solid foundation for your small business. You can customize the package of services you receive by adding payroll, tax planning, tax preparation, or any of our other business services.

Payroll Processing

We have a variety of different services we can offer you to help take the burden of payroll off of your hands. We can customize a package for you that make sense for your business and your needs.

Payroll Services we offer:

* Payroll Calculation
* Full Payroll Services including Check Printing and Direct Deposit for your employees
* Full Federal, State, and Local Payroll Reporting
* W-2 and 1099 Printing

\*Starts as low as $5 a check

Tax Preparation

We specialize in tax preparation. We handle tax returns for all levels including all of the following:

* C Corporation 1120 Return
* S Corporation 1120-S Return
* Partnership and LLC Returns
* Individual Tax Preparation

Forming A Business

We can help you decide the following with informed decisions:

* The type of business to form: C-Corp, S-Corp, LLC, Sole Proprietorship
* The accounting you need to do
* Getting Federal, State, and Local Identification Numbers.

QUICKBOOKS SET-UP and CLEAN-UP