



OUR LIST OF SERVICES WE PROVIDE IN THE 3 AREAS OF:

## FINANCIAL, MANAGERIAL & TAX ACCOUNTING

### Accounting & Tax Services:

- ✓ Accounting & Bookkeeping Services
- ✓ Business & Personal Tax Return Prep & Filings
- ✓ Federal, State, Sales, Income & Payroll Taxes
- ✓ Financial Statements – (Reviews & Compilations)
- ✓ Bank Account / Credit Card Reconciliations
- ✓ Payroll Service / Tax Deposit & Liability Filings
- ✓ Franchise Accounting – (Multi Location Reporting)
- ✓ 13 Period & Fiscal Calendar Accounting
- ✓ Forensic Accounting / Tax Review Attestation
- ✓ Workers Compensation Audit Assistance
- ✓ Line of Credit – Borrowing Base Schedules
- ✓ Property Management Record Keeping
- ✓ Return on Investment Analysis
- ✓ Small Business Consulting
- ✓ Budget Preparation – (Analysis & Monitoring)
- ✓ Cash Flow Analysis & Monitoring
- ✓ Capital Expenditures (Break Even Analysis)
- ✓ IRS Tax Problems / Late Tax Return Filings
- ✓ IRS, State & Unemployment Dept. Assistance
- ✓ Nationwide Remote Live PC Assistance

### QuickBooks Services:

- ✓ CORRECT QuickBooks File Set-Up
- ✓ File Clean-Up, Set-Up, and Keep-Up
- ✓ Inventory Control / Set-Up
- ✓ Job Costing & Reporting
- ✓ Employee Training & Oversight
- ✓ Template / Form Design QuickBooks
- ✓ Networking / Multi-User / Computer Use
- ✓ Quicken to QuickBooks File Conversion
- ✓ Remote Location Access
- ✓ Damaged QB Data File Recovery
- ✓ Support & Training Nationwide
- ✓ CRM, ACT, & Software Database Integrations

### Tax Debt Settlement:

- ✓ Late or Unfiled Tax Returns (Individual & Businesses)
- ✓ OIC – Offers in Compromise Consultation & Filings
- ✓ Negotiations - IRS & State Departments
- ✓ Federal Tax Lien Releases
- ✓ Installment Agreements
- ✓ Tax Attorney on staff
- ✓ Audit Assistance

### Business Start Ups:

- ✓ Business Coaching
- ✓ Business Start-Up Consultations
- ✓ Business Plans – Creation & Reviews
- ✓ Incorporation Services / LLC Formations
- ✓ FEIN # Filings / State # Filings
- ✓ State Department Registrations
- ✓ Accounting Structure File Set-Up

### Document Scanning Services:

- ✓ Scanned storage of all accounting files
- ✓ Document Scanning - Shredding - Storage
- ✓ Shredding services - all privacy issue documents
- ✓ Full or separate packages monthly or yearly
- ✓ All accounting backed up on CD's for easy storage

### Software Supported:

- ✓ ALOHA Restaurant POS / Point of Sale Systems
- ✓ QuickBooks (All Versions Supported)
- ✓ ACT, Outlook, Excel, Access
- ✓ Net Suite / Microsoft Accounting
- ✓ Peachtree to QuickBooks conversions
- ✓ We speak English & Spanish

Respectfully Yours:



Jason A. Vojcik

- You'll like working with us, I guarantee it!

Tax Accountant & QuickBooks Pro Advisor

**Remote Accountant, LLC.**

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