

Johnson Consulting Group Accounting Services

	 ACCOUNTING BASIC	 ACCOUNTING PLUS
DESCRIPTION OF SERVICES		
Income Statement	x	x
Balance Sheet	x	x
Income & Expense Review	x	x
Payroll Posting	x	x
Bank & Inventory Reconciliations	x	x
Annual Management Review	x	x
Monthly Reviews	x	x
Quarterly Reviews		x
Budget Preparation		x
Sales Tax		x
1099's		x
Trend Reports		x

Other accounting services at additional pricing

(check the services that you have interest in for a quote)

Customized and specific financial reporting needs

If checked, please describe: [Click here to enter text.](#)

Income taxes and Tax Planning

If you desire tax planning and or tax preparation and filing, JCG does not provide those services by its internal staff; we have relationships with outside CPA's that can provide those specific services to you. Pricing discussions with our outsourced tax partners will be necessary to determine price. You will need to provide copies of all prior year Tax Returns to understand complexity of the returns.

Fixed Asset Tracking (depreciation)

We would need to see the current fixed asset listing with all of the detail before

we can provide an estimate for set up time and charges. Most of our clients rely on their tax preparer for all fixed asset information. The tax preparer's software runs a fixed asset system which is tied to their tax preparation system.

- Personal Property Taxes

- Management review of financials and one-on-one phone call

Management Consulting Options at additional pricing

(check any that you have interest in for a quote)

- Budgeting
- Monthly, quarterly, or annual management congerence calls to review performance and tackle any issues
- Silent board member program (management consultant on retainer)

- Training

- Performance Analysis

- Customer Satisfaction Surveys

Since Johnson Consulting will be collecting the data as part of the accounting services, this is an easily added service that JCG can provide through its survey/sales performance tracker program (www.JCGPerformanceTracker.com). This service requires no contract and you can cancel whenever you like.

- Incentive Programs

Accounting Inquiry

Company Name: type

How many operating entities with separate Tax IDs do you have? type

Location: type

Location: type

Annual Call Volume: type

Annual Call Volume: type

Location: type

Location: type

Annual Call Volume: type

Annual Call Volume: type

Location: type

Location: type

Annual Call Volume: type

Annual Call Volume: type

What software are you currently using to input contracts? type

What accounting software are you currently using (i.e. QuickBooks, Peachtree, MAS90)? type

How many computers will connect to the JCG server? type

How many of those computers will connect to:

QuickBooks: type

Director's Assistant: type

Both: type

Do you want bring historical data from your current accounting system to ours?

(additional charges may apply) Yes No

How many bank accounts will need to be reconciled monthly? type

How many credit card accounts will need to be reconciled monthly? type

How is your payroll currently being processed? Internally Externally

By who? Type

Which of the following will JCG be filing?

Payroll Tax Returns

W-2

1099

Will JCG file your monthly sales tax returns? Yes No

How many separate financial statements do you need? type

What is your company's fiscal year end? enter a date.

What is your proposed beginning date for JCG services? enter a date.

**If you wish to utilize Johnson Consulting Group's hosted version of Director's Assistant, please be aware that any customized forms you may require will cost additional dollars separate of Johnson Consulting Group's fees. We can obtain estimates of those costs for you through the software vendor. Typically custom forms can take 60 to 90 days to create and are handled directly by the vendor themselves. Those custom forms should not be expected to be part of the system the day you start with Johnson Consulting Group unless desired.

If you have a cemetery, complete the additional questions in the document attached below:



Cemetery
Inquiry.docx