

Envision Tax & Accounting Services

Other: NPO Service (2023/24 Price lists)

Remote Full Service-Accounting (Nonprofit) Under \$100K annual revenue

- Full Service Accounting Package includes the Historical Clean-up of your books to date (valued at \$2,499.00 separately) in addition to but not limited to:
- Full Charge Bookkeeping
- Conversion to our QBO at our partner rate(or solo your regular customer rate)
- Payroll & Payroll related taxes submission (up to 10ppl)
- Monthly Account/Bank Reconciliations
- Management Financial Reports (Monthly or Quarterly)
- Accounting System Set up and maintenance
- 12 to 36 Month Minimum Engagement Commitment (with no annual fee increase)
Option to downgrade services to Basic Bookkeeping Only (as discussed TBD)
- Notary Services (FL & GA)
- Business & Tax Consultation services (up to 10 hours monthly)
- Annual Business Tax Preparation
 - -Federal/Multi-State Annual filing preparation
 - -Solicitation preparation
 - -Tangible Personal Property Filings
- Industry updates/Referral Discounts (in and out of network)

Price: Fixed cost of \$695 (monthly)

Remote Full Service-Accounting (Nonprofit) Over \$100K annual revenue

- Full-Service Accounting Package includes the Historical Clean-up of your books to date (valued at \$2,499.00 separately) in addition to but not limited to:
- Full Charge Bookkeeping
- Conversion to our QBO at our partner rate(or solo your regular customer rate)
- Payroll & Payroll related taxes submission (up to 10ppl)
- Monthly Account/Bank Reconciliations
- Management Financial Reports (Monthly or Quarterly)
- Accounting System Set up and maintenance
- 12 to 36 Month Minimum Engagement Commitment (with no annual fee increase)
Option to downgrade services to Basic Bookkeeping Only (as discussed TBD)
- Notary Services (FL & GA)
- Business & Tax Consultation services (up to 10 hours monthly)
- Annual Business Tax Preparation
 - -Federal/Multi-State Annual filing preparation
 - -Solicitation preparation
 - -Tangible Personal Property Filings
- Industry updates/Referral Discounts (in and out of network)

Fixed cost of \$1,200 (monthly)

NPO I:

Establish New 501c3, Religious, Foundation, or Trust

- IRS1023 Package strategic planning and consultation for one nonprofit filing
- IRS1023 Package research and consultation (up to 4 hours)
- IRS1023 Package preparation and filings
- External follow-up state, federal
- Non-profit state fee included
- Non-profit federal fee included
- (3) Months Full Service (remote) Accounting provisions which may include the Historical Clean-up of current books to date (valued at \$2,499.00 separately) and/or;
- Full Charge Bookkeeping system setup and maintenance (<\$100k revenue)
- Conversion to our QBO at our partner rate (or solo regular customer rate)
- Monthly Account/Bank Reconciliations for selected periods
- Management Financial Reports for selected periods
- Accounting System Set up and maintenance
- Business Tax Financial Planning/Consultation services (up to 2)
- Industry updates/Referral Discounts (in and out of network)

Fixed cost of \$1,875 per (one-time fee)

NPO II:

Re-establish 501c3, Religious, Foundation, Trust, Irrevocable Trust

- Strategic planning and consultation determining eligibility for one reinstatement filing
- Reinstatement research, catalog and consultation (up to 4 hours)
- Reinstatement package preparation and filings
- Document follow-up state, federal
- Non-profit state fee included
- Non-profit federal fee included
- Financial Planning/Consultation for reinstatement services

Fixed cost of \$1,075 (one-time fee)

This Consent for Service Agreement is between Envision Tax & Accounting Service {a subsidiary of Envision Business Enterprises, LLC.} and the proprietor of

(Legal Business Name)

(FEIN _____) Address: _____ and

_____ for Package: _____

(Owner or Authorized Party)

Commencing this ____ day of _____ 20__. The undersigned agrees to work cohesively with and provide Envision Tax & Accounting Services with any and all pertinent information that will affect and/or that is needed to ensure an accurate account of their accounting records as so designated by the United States (GAAP) Generally Acceptable Accounting Principles and the (FASB) Financial Accounting Standards Board.

Executing this consent will enable ETA to begin working to create an effective system that is appropriate for the business structure. It is imperative that the client exhibits transparency in disclosing any information that will affect our recordkeeping on their behalf. Upon signing this engagement letter the client will required to pay a 50% retainer fee or full cost of one time fee, unless installment of two payments is approved for billing cycle which reflects the **Package pricing: \$ _____ per month/onetime fee(s)**. Please indicate desired service term: Project based/12 months/24 months/36 months. Set up fee of **\$250.00 is waived**. Client executes tenants of engagement by remitting an initial fee(s) set forth by assigned Business Accountant.