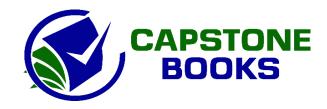
	<u>Essentials</u>	<u>Advanced</u>	<u>Premium</u>	
Monthly package starting at	\$375	\$625	\$875	Benefits:
Accounting software subscription	~	✓	~	You have 24/7 access to real-time financial data
Checking/ savings/ payroll accounts	up to 2	up to 3	up to 4	Reconciled monthly so you know your cash balance is accurate
Credit cards		up to 2	up to 3	Transactions posted to correct accounts monthly
Cash Flow Stmt, Balance Sheet, Income Stmt	Quarterly	Monthly	Monthly	Prepared with easy-to-understand analysis relevant to your company
Email support	Unlimited	Unlimited	Unlimited	You always have access to me
On-line conference (or phone if you prefer)	Quarterly	Monthly	Monthly	Face-to-face review of your business
Coordination with your CPA/ Tax preparer	~	~	~	Year-end package plus discussion throughout the year
Trailing 12-month tracking		•	~	Overview of specific accounts to help manage your business
Key Performance Indicators			~	Metrics important to you

Additional services available:
Prior months' cleanup
Xero training
Additional bank/ credit card accounts
Accounts receivable invoicing/ reporting
Customer statement preparation
Accounts payable preparation/ reporting
Expense report management
1099 reporting
Budgeting
Benchmarking
Industry specific reports
Loan payment accounting
In-house bookkeeping review

Note: These are sample packages. Every business is unique and Capstone will build a custom proposal tailored to your specific needs and requests.



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