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Fee Guidelines

Fees are based on the amount of time expended and the complexity and urgency of the work, with continual consideration to the value of the service to the client. We attempt to clarify the value of the result to the client and budget our time and level of service accordingly. As of January 11, 2008, my rate is generally \$150 per hour from December 15th through April 15th and \$100 thereafter. My associates' rates are generally \$100 per hour from December 15th through April 15th and \$75 hereafter. Predictable & regular work receives more favorable rates. Travel time and phone time are fully billable and generally involve time in excess of the time actually traveling or on the phone since additional time is generally required in preparation and to update the files or take other action upon completion. It is much more efficient to come to our offices.

Individual Income Tax Services. Our minimum fee is \$100, our average \$250, and we will give written estimates without cost or obligation. We have been doing between one and two hundred of these in recent years.

Business and Not For Profit Income Tax Preparation. A minimum fee might be \$250 for an ongoing entity with little activity. The range for a corporate or partnership return for an owner managed NJ business with a few employees and one or two bank accounts is probably \$250 to \$1,500, exclusive of any bookkeeping or complex tax planning that may be required. The exact fee is dependent on the time expended, the complexity of the return, and the condition of the client records. We have been doing a few dozen of these in recent years, ranging from very small to multi-state, multi-million dollar enterprises.

Estate and Trusts. We do about a dozen of these each year and have developed some expertise. These are often in consultation with an attorney who prefers to outsource return preparation.

Tax research and analysis forms a sensible part of sophisticated tax return preparation. The hundreds of Tax Court Cases, Revenue Rulings, Private Letter rulings, and related items published each year attest to the fact that any given transaction can often be interpreted in several different fashions. Our approach when complexities and alternatives exist is to mention the alternatives to the client, and, if in our judgment, the tax dollars involved will exceed the accounting fees involved, we perform as much detailed research and analysis as is necessary to determine the treatment with the lowest tax implications, consulting throughout with the client.

Bookkeeping is a part the services we render for most of our business clients and many of our complex individual tax clients. Clients give us the records, we key them into the general ledger and reconcile the bank accounts and produce the reports. For the average small business that needs us to key the books, the fee might range from \$200 to \$500 each time we do the work, whether monthly or quarterly, depending on the volume. If we only need to key the books annually, and the client uses a payroll service and has no sales tax issues, then the fee might be \$500 to \$1,000. One common approach is for us to key the books in December of each year, leaving only the last month to key once the statements are available in early January. Using this approach, we can do some tax planning before year-end and get the business returns out the door by the end of January, before the personal income tax rush.

Payroll. We are currently encouraging clients to use an outside service, except in certain special situations. Their annual fees are about \$750 for a small outfit to \$3,500 for larger business. If there are any complexities, our fees will quickly exceed those of the outside services, which offer a fixed price, one size fits all, low-cost solution to most payroll problems.

Auditing is available, usually after April 15th. A minimum audit fee for a simple entity might be as low as \$2,000. An entity needing a "Yellow Book" or "A-133" audit might need to budget a minimum of \$5,000. This has been a growing area of the practice.

Consulting beyond casual verbal advice during an interview is not included in the above guidelines. Many clients have sophisticated financial needs that deserve careful consideration and attention. To help make our clients successful, we are happy to be able to provide sophisticated services in areas including financial statements (audits, reviews, and compilations), start up and liquidation, computer systems, investment management, estate and trust tax planning and tax return preparation, merger and acquisition, and many other areas.

Terms. Payment is due when services are rendered. Our guarantee: If you are not happy, and do not take the work, no fee is due.