



How to get the most benefit from your accounting fees

Determining Fees

Our fees are not fixed by the accounting profession or by law. They are based on the time and expertise required for each engagement.

Our objective is always to give you as much value as possible for the fee charged. We will discuss the nature of the work to be done for you and the fee arrangement at the outset of a given job. In addition, we encourage you to discuss fees with us at any time.

Most fees charged to your account will either be a specific amount for a given task or an amount based

on an hourly rate and determined by time. We will be happy to discuss the specific billing method to be used on your account. If we overlook discussing the fees on a project, please bring it to our attention.

When we do work for a specified amount (a flat fee), we usually have a clearly defined job in mind. It's important that you understand what is included and what is not included for a given fee. Our objective is to communicate properly at the outset to avoid any misunderstanding at the completion of the job.

7 Ways to Manage Your Accounting Fees

- 1** Contact us for assistance before you complete a financial transaction. Planning opportunities that could save you money are usually very limited once a transaction is signed and sealed.
- 2** Learn about tax and financial matters. Read articles, journals, and newsletters on topics related to your financial affairs.
- 3** From time to time, we will send you information that we feel is important. We hope you take the opportunity to read it and ask questions about anything of interest to you.
- 4** Keep adequate records. If your financial affairs are simple, your recordkeeping will be simple. If your financial affairs are complicated, a good record system will more than pay for itself.
- 5** Keep in touch with us. Sometimes a quick telephone call to our office will keep things on the right track. If you get correspondence from the IRS or from financial institutions, let us know so that we can keep your file current.



- 6** Use the advice for which you have paid. We hope that the advice we give you provides the most expedient solution to your problem and fits your long-term goals. Failure to follow such advice may lead to future complications and additional expense.
- 7** Talk to us. It's important that we know your goals so that we can structure solutions which are tailor-made for you. If we make suggestions that seem inappropriate to you, question what we have said. Your long-term goals are of primary importance to us.