SFS Service Fees

Standard fees for Shields Financial Services (the “Accountant”) **beginning January 2024**, are shown below. Actual services and the corresponding fees and terms are situation-dependent and subject to change in accordance with the Client Agreement, Section XVI. The Client’s continued use of the Accountant’s Services implies complete consent to any fees assessed by the Accountant.

ACCOUNTING/ADVISORY\*

FRACTIONAL CFO: **Up to 25 hours per month** of fully customizable financial and operational services and high-priority assistance. **($1,350/month).**

BUSINESS ADVISORY: see service types on SFS webpage under Advisory. Includes non-tax research and correspondence time.\* **($140/hour)**.

INDIVIDUAL/NON-PROFIT ADVISORY: see service types on SFS webpage under Advisory. Includes non-tax research, including correspondence time. \* **($115/hour)**.

ACCOUNTING SERVICES: Accounting services are performed using **QuickBooks Online only**. Clients using other software including QuickBooks Desktop must transition to QuickBooks Online to utilize the Accounting services unless otherwise stated in the Client Agreement. Time incurred for conversions to QuickBooks Online the associated setup process are billed separately under the applicable Advisory rate.

* Comprehensive bookkeeping **($225/month)**
* Comprehensive reporting and financial analysis **($225/month)**

OTHER SERVICES: All other non-tax services not mentioned above will be considered advisory services billable at the hourly rates noted above.

TAX SERVICE FEES\*

* Form 1040 tax return prep base fee …….…....…………………………………................................................... $250
* Supporting schedules w/ supporting forms.….………................................................................ $65/schedule
* State Income Tax Return(s) ...…………………….……………….…………………………......……………… $65/state
* Estimated Access Fee (1040/other).………....………………….………………………...………………….. $55/$70
* Tax strategy report………………………………..………………………………………………………………...............$200
* Expedited prep/untimely information fee^…..…...…………………………………………….…….............. [TBD]
* All other tax services [incl. non-1040 return prep]+ ……...…………………….…………………….$115/hour
* Business non-tax advisory services…………………………………………………………………………..$140/hour

All return prep services include a wrap-up meeting to review the return(s), discuss observations such as tax planning opportunities, and to address any concerns or questions. Additional services or information requested after this meeting are subject to either the tax or non-tax hourly rate as determined by the Accountant.

+ Minimum $500 fee for non-1040 return prep. Access and processing fees not included.

\*Fees shown are preliminary and should not be viewed as a guaranteed price. Also, the fees shown assume Client’s full compliance with all Client obligations and responsibilities set forth in the Client Agreement. Excessive research/analysis time incurred to complete tax returns are billable at the ‘other tax services’ hourly rate above. Access fees are subject to change at the third-party software provider’s discretion. Invoices are due upon receipt.

^**Additional charges may be assessed for expedited returns or services (defined as ‘to be completed within ten (10) business days’ from the Client’s initial request’), or if information requested by the Accountant is not addressed by the Client within ten (10) business days of the Accountant’s request (see Section II ‘Fees’).**