I’m helping Harry with your website and as of right now we are working on the services page. I’ve put together the list of services you’ve emailed to us and I’ve organized them into three categories. Please take a look and let me know if any need to be reassigned to a different category or if I’ve missed any important details.

Harry also wanted me to remind you that we are in need of a professional photo of yourself to include on your website.

**Tax Services and Preparation**-Personal, Business, Estate, Trust, Payroll and Sales Tax Planning, Assistance and Preparation  
-Out of State Tax Filings  
-Tax Audit Representation

**Business Solutions**-Choosing and selecting choice of Business Entity, LLC, S Corporation, C Corporation, Partnership and Sole Proprietorship  
-Problem Business Analysis  
-Cash Flow Analysis and Cost Accounting  
-Accounting Software Selection  
- Bookkeeping and Payroll Assistance

**Consulting**-Personal, Business, Estate, Trust, Payroll and Sales Tax Planning and Assistance  
-Estate and Financial Planning  
- Assistance with Governmental Agencies  
-IRS Representation  
-Financial and Retirement Planning

I’ve been doing some research on other CPA sites and I’ve included a list further down below that includes other services that we may want to include if they are services you can provide.

**Please let me know if you would like to include any of the below services (please excuse any redundancies if they are already listed above):**

Tax Planning

* Gift & Estate Tax Return Preparation
* Financial and Retirement Planning
* Partnership & Corporate Tax Preparation
* Estate and Succession Planning
* Business Start-Ups
* Mergers and Acquisitions
* Business Succession
* Business Valuations

Accounting and Bookkeeping

* Monthly Reports and Statements
* Profit and Loss Statement
* Trial Balance
* Balance Sheet
* General Ledger Report
* Bank Reconciliation
* Payroll Reconciliation
* Litigation Support

Payroll

* Checks or Direct Deposit for Your Employees
* Federal Tax Liabilities
* State & Local Tax Liabilities
* Unemployment Tax Liabilities
* Quarterly Tax Forms
* Year-End Tax Forms
* Customized Payroll Reports
* Tax Deposit Services
* W-2s and 1099s
* Mergers and acquisitions
* Transaction structuring and negotiations
* Business succession