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INVOICE

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June 8, 2023

Accounting services for the period May 25 – June 7, 2023.
As per attached time sheet.

40.25 hours x \$75/hour	\$ 3,018.75
13% HST (BN 867822454)	<u>392.44</u>
Total	\$ <u>3,411.19</u>

Prepared by	Reviewed by

Date	Staff/ Work Code Activity	Client	Quantity	Rate	Amount	Status	Reference
5/25/2023	101 Accounting services	ARCHITECTU ARCHITECTURAL I	1.75	200.00	350.00		Y/E W/P FILE
5/25/2023	112 Meeting - General y/e meeting with client	OUTLOOK EY OUTLOOK EYEWE	1.00	200.00	200.00		Y/E MEETING WIT
5/26/2023	101 Accounting services account reconciliations for Jack	OUTLOOK EY OUTLOOK EYEWE	1.25	200.00	250.00		ACCOUNT RECOI
5/26/2023	101 Accounting services	ARCHITECTU ARCHITECTURAL I	1.50	200.00	300.00		Y/E W/P FILE
5/26/2023	101 Accounting services investment write-up	1198380 ON 1198380 ONTARIO L	0.75	200.00	150.00		INVESTMENT WR
5/29/2023	101 Accounting services	1198380 ON 1198380 ONTARIO L	0.75	200.00	150.00		W/P FILE
5/29/2023	102 Bookkeeping service 4th Q. bookkeeping	LOWE LABEL LOWE LABEL LIMIT	3.25	200.00	650.00		4TH Q. BOOKKEE
5/29/2023	301 Personal Tax returns call with client, check CRA online account for payments	LAGACE, LU LAGACE, LUCIE & P	0.25	200.00	50.00		CALL WITH CLIEP
5/30/2023	101 Accounting services	1198380 ON 1198380 ONTARIO L	4.25	200.00	850.00		2023 W/P FILE
5/30/2023	102 Bookkeeping service April HST filing	OUTLOOK EY OUTLOOK EYEWE	0.50	200.00	100.00		APRIL HST FILIN
5/31/2023	101 Accounting services	1198380 ON 1198380 ONTARIO L	3.25	200.00	650.00		2023 W/P FILE
5/31/2023	101 Accounting services prepare Susie payroll scenarios & discuss options with Daniel	BERG PROPE BERG PROPERTY	0.75	200.00	150.00		PROVIDE SUSIE
6/1/2023	101 Accounting services	1198380 ON 1198380 ONTARIO L	3.50	200.00	700.00		2023 W/P FILE
6/1/2023	102 Bookkeeping service discuss A/P adjustments with Jim	OUTLOOK EY OUTLOOK EYEWE	0.25	200.00	50.00		DISCUSS A/P AD.
6/1/2023	301 Personal Tax returns assist client with CRA registration	ALLEN, BRE ALLEN, BRENDA & F	0.25	200.00	50.00		ASSIST CLIENT V
6/2/2023	101 Accounting services	1198380 ON 1198380 ONTARIO L	0.75	200.00	150.00		Y/E W/P FILE
6/2/2023	301 Personal Tax returns 2022 pre-assess review	LIEBNERI LIEBNER, IRIS	0.50	200.00	100.00		2022 PRE-ASSES
6/2/2023	301 Personal Tax returns call to CRA re: pymt allocations Max & Rochelle	BERG, MAX BERG, MAX & ROCH	0.50	200.00	100.00		CALL TO CRA RE
6/2/2023	301 Personal Tax returns call to CRA re: payment reallocation & old uncashed chq	LAGACE, LU LAGACE, LUCIE & P	0.50	200.00	100.00		CALL TO CRA RE
6/5/2023	101 Accounting services	ARCHITECTU ARCHITECTURAL I	1.25	200.00	250.00		Y/E W/P FILE
6/5/2023	101 Accounting services	1198380 ON 1198380 ONTARIO L	1.50	200.00	300.00		Y/E W/P FILE
6/5/2023	102 Bookkeeping service	LOWE LABEL LOWE LABEL LIMIT	1.50	200.00	300.00		ASSIT KEVIN WIT

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6/5/2023	assist Kevin with Service Canada registration & CPP application 301 Personal Tax returns	DERRAUGH, DERRAUGH, JEFF &	0.25	200.00	50.00		RESPOND TO CL
	respond to client email re: mother's passing & tax filing/clearance certificate questions						
6/6/2023	101 Accounting services	OUTLOOK E OUTLOOK EYEWEA	0.50	200.00	100.00		CALL WITH JIM R
	call with Jim re: possible investment of excess cash						
6/6/2023	101 Accounting services	ARCHITECTU ARCHITECTURAL I	3.75	200.00	750.00		Y/E W/P FILE
6/6/2023	101 Accounting services	DAWTATTENT DAWN TATTLE EN	0.25	200.00	50.00		EMAIL TO CLIENT
	email to client, file 2022 HST return						
6/6/2023	101 Accounting services	ONLINE FOO ONLINE FOOTWEA	0.25	200.00	50.00		CALL WITH DAVII
	call with David Vella re: o/s info for 2021						
6/6/2023	301 Personal Tax returns	BARBEAU, R BARBEAU, RICHA	0.25	200.00	50.00		CALL WITH CLIEP
	call with client & check CRA balances re: NOA's						
6/7/2023	101 Accounting services	ONLINE FOO ONLINE FOOTWEA	4.75	200.00	950.00		2021 Y/E W/P FI
	2021 y/e w/p file						
6/7/2023	201 T3 - Trust & Estate	THE SPEAKM THE SPEAKMAN (2	0.25	200.00	50.00		RESPOND TO CR
	respond to CRA request for foreign tax info						
6/7/2023	301 Personal Tax returns	TAKEFMAN, TAKEFMAN, PAMEL	0.25	200.00	50.00		REVIEW 2021 RE.
	review 2021 reassessment notice						
			Billable	40.25	8,050.00		
			Non-billable	0.00	0.00		
			Time	40.25	8,050.00		