

Fee Schedule

Fees are calculated based on the amount of professional time spent

For consulting & many other tasks, this will be simply charged at the hourly billing rate. For tax return preparation, a hybrid billing system is used, since this process requires several short periods of work done at various intervals, and it is therefore not practical to precisely track the time.

This system consists of using base fees and then increasing them for various additional reasons. Direct time billing will also be used for some tasks within the preparation process, particularly those that are more consulting in nature or are not straightforward.

Our goal is to keep our fees as reasonable as possible while still being fairly compensated for our time and expertise. For example, if a tax return takes longer than originally anticipated, the fee will increase. It will not increase, however, because of small or incidental additional time.

When is the Fee Due

The fee is due and payable at the time we have finished the final draft of the tax return and have sent the “Return Ready”, email. Payment should be made within a week of receiving the email. If you decide to discontinue using our services before the tax return is completed, or if you choose not to use the completed return, fees for work performed will still be due.

Tax Return Preparation Fees

Base Fees

U.S. Resident Returns:

- Form 1040 without itemized deductions, and one full year resident state: \$100 - \$200
- Form 1040 with itemized deductions, and one full year resident state: \$350
- Foreign Bank Report: starting at \$100, increases based on number of accounts and number of FBAR needed.

U.S. Nonresident Returns:

- Form 1040NR and one state: \$300
- ITIN Application: \$400 (half price if we prepared your tax return)
- Dual Status Return (first year in U.S.): \$400 and up
- Dual Status Return (last year in U.S.): \$500 and up (may be a bit lower if especially simple)

U.S. Company & Entity Tax Returns:

Corporation (Form 1120 or 1120S), Partnership or multiple member LLC (Form 1065), or Trust Return (Form 1041), and one state: starting at \$400 for basic return with clean, well-organized information.

Additional Forms

- 1 Schedule B: fees based on number of accounts and time spent calculating federal and/or state tax exempt interest and dividends
- 2 Schedule C: starting at \$100, based on number of expenses and complexity of entries
- 3 Schedule D: fees based on number and complexity of trades or other sales
- 4 Schedule E: \$100 per property, more if we must review your HUD statement or if other complexity
- 5 Schedule K-1: \$50 – \$150, based on complexity
- 6 Form 8938: fees based on number of accounts
- 7 Extra States: \$50 each.

Other Factors

- 1 Multiple revisits to the tax return. Time to do this can really add up, since it requires reviewing and/or familiarizing myself with your situation again each time, especially if there are long gaps of time in between. For example, more than a few email exchanges to obtain information or clarification, and preparing a return using estimated figures that are later revised
- 2 Long delays between information being requested and received
- 3 Complexity requiring research, additional communication, consulting, etc.
- 4 Extra data entry from multiple Forms W-2 and 1099
- 5 Part year or Nonresident income allocations

- 6 Application for ITIN
- 7 Tax treaty issues
- 8 If new client, a lot of carryovers to enter from your prior year tax return including depreciation, passive losses, net operating losses, etc.
- 9 Various other factors Sometimes a tax return is more complex and more time-consuming than a client is aware. which can take a lot of time. For example, if you moved out of the state and had multiple sources of income and expenses, we must make numerous calculations to allocate your income correctly, which can take a lot of time.

Tax Preparation Fee Includes:

- 1 Preparation of your tax return
- 2 Review of completed tax returns up to 30 minutes
- 3 Filing a tax extension, if needed
- 4 Quick questions on tax topics by email year-round. Generally, “quick” means something we can answer in 5 minutes or less.
- 5 Correction of any errors made by us

NOT Included in the Tax Preparation Fee:

- 1 Time-consuming corrections made after tax return completion, that are the result of inaccurate or incomplete, Inconsistent information provided by the client.
- 2 Assistance with inquiries, examinations, or audits of any kind by any tax authority, that are not the result of our error, additional fees will be billable at an hourly rate.

However, we will review your notice at no charge and answer any quick questions you have about it. If you require consulting or more involving advice, additional fees will be billable at an hourly rate. Initial consultation. We've found this is rarely necessary as it is generally enough though to explain anything unusual on the questionnaire or in your accompanying email. In addition, most issues get resolved through communication during the tax preparation process, if, however, you would like to consult with us beforehand, additional fees will be billable at hourly rate.

Fee Estimate

We hope the preceding information is sufficient that you won't need an upfront fee estimate, but if you really do need to have a more concrete idea of our fee before we start

work on your return, please gather all your tax information, fill out a questionnaire and then email or fax us your tax documents. In your email, please write in bold letters "NEED FEE ESTIMATE" and we will get back to you with an estimate before working on your tax return. Please be aware that this takes us extra time, so it may take several days or so to get back to you. If you ask for a fee estimate during the two weeks of April, we will likely have to file an extension for you and get back to you after the deadline has passed. Keep in mind that while we try to estimate your fee as closely as the final fee will be, sometimes we've missed something, or incomplete information was provided, or other facts and circumstances arise while working on the actual tax return to cause an increase in the fee. We often discover this early in the preparation process, and in such case, we will let you know if the fee estimate will increase. Occasionally the fee will be less than the estimate, but only if the work involved was less than we had anticipated.

Other Services

1 Tax Audit Representation (\$200 per hour) Fee will be charged appropriately for each phase according to the complexity of the case and what debt is involved and what value we provide. Part of the fees are paid in front.

- Tax Audit Representation (\$200 per hour)
- Tax planning or Consulting (\$200 per hour)
- New Business Formation (One-time fixed rate) \$200