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## ASTRO TAX SERVICES LLC

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 Tel #: 239-455-0208

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 Website: [www.astrotaxservicesllc.com](http://www.astrotaxservicesllc.com)

### CALL TODAY FOR AN APPT AT YOUR OFFICE OR OURS

Astro Tax Services LLC is focused on providing small businesses and entrepreneurs with end-to-end bookkeeping, payroll and reporting services. This means no longer worrying about how much money you made or lost, reconciling bank statements and credit card statements, keeping track of your receivables and payables, filing payroll tax reports like 940's and 941's and issuing W-2's and 1099's. This means that you can focus your time and energy on growing your business and leave the administration to us.

**BENEFITS**

- **SAVE TIME** on administrative tasks
- **FOCUS MORE TIME & ENERGY** on your business to make more money
- **AFFORDABLE & CONVENIENT** service delivery
- **EXPERT service** as all services are overseen by teams of CPA'S, CA'S & EA'S

<b>Full Service Bookkeeping &amp; Payroll</b>	
<b>\$240.00/Month</b>	
Bank reconciliation Balance sheet Profit and Loss statement 2 bank/credit card stmts Vendor payments (TBD) Customer billings (TBD)	Setup payroll Run payroll Process payroll checks and direct deposits File payroll taxes (940, 941 and RT-6) Issue W-2's and 1099's Up to 4 employees

<b>Full Service Bookkeeping</b>	<b>Full Service Payroll</b>
<b>\$150.00/Month</b>	<b>\$100.00/Month</b>
Bank reconciliation Balance sheet Profit and Loss statement 2 bank/credit card stmts Vendor payments (TBD) Customer billings (TBD)	Setup payroll Run payroll Process payroll checks and direct deposits File payroll taxes (940, 941 and RT-6) Issue W-2's and 1099's Up to 4 employees

<b>General Services</b>	<b>Pricing</b>
"C" corp, "S" corp, LLC's, Sole proprietorship Corporate, Estate & Individual tax returns Partnership & trust tax returns FEIN, ITIN, Sales & Reemployment registration Notary public Annual Reports	\$200.00 + filing fees TBD TBD \$75.00 TBD \$100.00 + filing fees

Fax your number to 239-936-5182 to be removed from this distribution list