



Fee Agreement

Professional fees are a matter of mutual concern to you and our firm. This document is intended to provide you with a detailed explanation of Daniel D. Ross Accountancy Corporation's policies regarding fees. Please feel free to ask any questions regarding fees or costs, as it is important to us that you understand how our fees are calculated, and that the fees charged to you be as fair as possible.

Hourly Rates for Daniel D. Ross, CPA, A Professional Corporation, Professionals:

➤ CPAs:	\$ 150.00 - \$200.00
➤ Accountants:	\$ 80.00 - \$100.00
➤ Bookkeepers:	\$ 60.00 - \$75.00
➤ Administrative Support:	\$ 25.00 - \$50.00

Minimum Fees for Preparing:

➤ Individual Tax Returns	\$ 500.00
➤ Partnerships and LLC's Tax Returns	\$ 900.00
➤ Corporation Tax Returns	\$ 900.00
➤ Fiduciary and Estate Tax Returns	\$ 725.00
➤ Incorporations:	\$ 2,000.00
➤ Compiled Financial Statements:	\$ 1,000.00

Multiple services may be bundled under fixed monthly fee agreements

Please note that these are *minimum rates* to prepare complete federal and state income tax returns and financial statements. The actual amount charged will be based on the amount of time and cost incurred.

You will receive a complete copy of your income tax returns in PDF Format on a CD-ROM to retain for your permanent records. **If you request an additional printed copy of your return, the fees are as follows:**

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| ➤ Tax Return Copies: | \$ 20.00 |
| ➤ Supporting Documentation: | \$ 20.00 |
| ➤ Off-Site Storage retrieval: | \$ 25.00 |
- At your request, a copy of your income tax return(s) prepared between years 2001-2006 can be provided via email *at no additional charge*. Please allow at least **72 hours** for processing. **Each additional copy requested after your first request, will incur regular charges as noted above.**

<p>Full payment is due when services are rendered.</p> <p>We will need to receive your e-file authorization with payment to electronically file your return.</p> <p>Thanks for your understanding and continued support of our business!</p>
