



Our monthly newsletter is included with your monthly invoice,

as well as viewable on our newly updated web site www.stepsbookkeeping.com

Be Alert!

The IRS wants everyone to be aware of an email going around looking like it's from the IRS. This email is asking for personal and confidential business information. The IRS will not send you an email requesting for any personal or confidential information. This is a scam. Do not respond or click the link attached.

Phone calls are also being made asking for the same confidential and personal information. These phone calls state they are from the IRS and may seem legit, however, always be sure to ask for their employee ID and have them verify some information of yours before you give them any information.

Presidency 2016

At the end of the year, the US will be preparing to vote for who we want to make decisions on our behalf for the next four years. As the election continues, and if you have an interest, be sure to follow so you can make an educated decision when it's time to vote. Remember: your opinion and vote matters.

A Great Place to Buy Ink

Vistaprint.com is a great place to buy ink! Their ink is recycled, but lasts just as long and is half the price. If you get an ink cartridge that doesn't work as efficiently, you can send it back and either get your money back or get a new ink cartridge. If you save your used and empty cartridges, you can take them to office depot and get an in-store credit that you can use towards anything in the store. A great and easy way to save money!

Tax Deadlines Approaching

Just a reminder: the extended deadline to file your 2014 corporate return is September 15th, 2015. The extended deadline to file your 2014 personal return is October 15th, 2015.

Be Safe!

This summer has been record hot. Try and stay indoors and stay cool. Remember to always wear sunscreen and protective clothing. Stay safe!

Worker's Comp

Worker's Comp insurance is based on an estimate of what you made the year before. Check with us to see if your payroll has increased to the point where an adjustment needs to be made on what you pay. If your payroll is more and you do not make an adjustment, you will likely get an audit and have to pay the amount figured based on your current payroll.

Assets

As a business you can deduct the assets purchased for your company. An asset is anything you purchase for your business that is \$500 or more. Try to keep track of these purchases so you can deduct them on your taxes. In order to take the deduction, you will need to have the date purchased and original cost of the item.

Notary Services

We are happy to offer Notary Services to our clients. Please contact our office if you are in need of a Notary.

