

Steph's Bookkeeping Service, Inc

Monthly News

Volume 6, Issue 12
December 2014

Our monthly newsletter is included with your monthly invoice,
as well as viewable on our newly updated web site www.stepsbookkeeping.com

Happy Holidays!

All of us here at Steph's Bookkeeping Service would like to wish each of you a happy and safe holiday season! Our office will be closed December 25th – the 28th, and December 31st so that we can enjoy our families.

W-2's, 1099's, and Tax Preparation – Oh My!

The upcoming tax season is set to be busy, and we are working hard to prepare our office for it. Please check your records to be sure that we have the proper paperwork for employees and 1099 vendors. We will be scanning clients for those that are missing information, and we appreciate prompt return of any needed W-4's or I-9's. If you have questions on the upcoming filings, or have paperwork to submit, do not hesitate to call or email. You can also fax info to 503-632-5038

Budgeting

Need help budgeting for 2015? Setting some target revenues and controlling expenses for 2015 to maximize your profits, let us help. Learn how to read your financials to make good business decisions for your business.

Tax Estimating & Financial Review

We are now conducting financial reviews for the 2015 tax year to assist in reducing any potential tax liabilities. We can adjust payrolls for officers to compensate for any additional taxes owed based off your improved sales over 2013. We will be reviewing your financials and giving you suggestions to cover tax liabilities for 2014 over the next month.

2015 Oregon Unemployment Rates

Unemployment insurance tax rate notices for 2014 were mailed to employers on November 15, 2013. The new rate notices are essential to properly calculate payroll. Please forward your notice to our office as soon as you receive it. If you have not received the notice, please contact us right away.

Notary Services

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

Credit Dispute Service

Your Credit can be everything in the financial world. If you are unsure what your credit looks like or what you need to do to clean it up, let us here at Steph's Bookkeeping Service help you. Things to watch for on your credit are your credit card balances in relationship to the credit card limits. Your balances should never exceed 30% of the credit limit. The law allows you to challenge derogatory items on your credit every 30-45 days and if they cannot verify the item, they must remove the item.

www.stepsbookkeeping.com

We invite you to visit our updated website www.stepsbookkeeping.com. Here you can find useful information such as our list of services, links to local and government agencies, PDF's of commonly used state and IRS forms, all of our newsletters, and more!

Advertise with Us!

Please let us know if you would like us to provide a link to you on our newly designed website www.stepsbookkeeping.com. This will provide contact with our current as well as prospective customers. We are looking for lots of businesses to list on our website!

