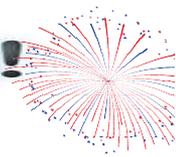


HAPPY NEW YEAR!



Steph's Bookkeeping Service, Inc

Monthly News

Volume 1, Issue 6
January 2016

Our monthly newsletter is included with your monthly invoice,

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

Form W4

Well W2 and 1099 season is here! We are required to have these in the mail by January 31, 2016. For those 1099's, we may be missing TIN numbers or address, be sure you are prompt in getting those to us. Always a good idea for those you are required to 1099, to get a W9 before you pay them. We have the 2016 forms on our website www.stepsbookkeeping.com for your convenience.

Paperless Billing

We know that some people prefer paperless bills. We are now happy to offer paperless billing! If you would like to receive our monthly invoice and newsletter through email rather than in the mail, please contact us and let us know the email address that you would like us to email these delivered to every month. Disclaimer: You are held liable for receiving this invoice based on the email we have on file for these billings. If for any reason you did not receive this invoice and it is not paid within 30 days of the invoice date, you may be subject to a 1.5% finance charge. Statements of past due balances will always be mailed to the address we have on file.

Mileage Reimbursement

Beginning on January 1st, 2016, the standard mileage rate for the business use of a car (also vans, pickups or panel

trucks) will drop to 54 cents per mile from 57.5 cents. Miles for medical or moving purposes are down to 19 cents per mile from 23 cents. And miles for charitable organizations are now 14 cents per mile driven. We have updated our records, but please be sure to update yours and keep these new rates in mind when reimbursing your employees for miles.

The Bomber

I am sure many of you know what is most commonly referred to as The Bomber off McLoughlin. Not only is this historic place a restaurant, but it is a symbol that represents all who served valiantly to preserve America's Freedom. The plane itself is a B-17 Bomber, also referred to as the Lacey Lady. The Lacey Lady was a surplus B-17G that was built by Lockheed at the Vega plant in Burbank California. She has the lowest air time of any B-17 in existence. The "Lacey Lady, Flying Fortress, is one of less than 50 left in the world, and she is only one of the few that can be restored to fly again. Volunteers and staff of the B-17 Alliance Group are working to restore this historic aircraft to be able to bring World War 2 history to life. This tribute to our American Veterans needs help from us! Let's join the team! Please help by donating, volunteering, and spreading the word! You can learn more at www.B17AllianceGroup.org and visit

them at 13515 SE McLaughlin Blvd., Milwaukie, Oregon 97222.

Personal Property Tax

Your business is required to file a Personal Property Tax (PPT) every year. These 2015 PPT taxes are due March 1st, 2016, and we can file them for you! Part of this return tracks your assets for your business. For both your business taxes and this PPT we will need to know all your new, sold, and junked assets for 2015. Please make sure to get us this information as soon as possible so we can file these taxes on time and avoid penalties. If you file these taxes yourself, please be sure to get us a copy. As always, if you have any questions, don't hesitate to ask.

2016 Tax Deadline

The IRS announced that the nation's tax season will begin as scheduled on Tuesday, January 19th, 2016. The IRS also decided that the 2016 tax deadline is April 18th, 2016. Washinton, D.c., will celebrate Emancipation Day on that Friday which pushes the dealine to the 18th.

179 Deductions

Congressed passed the vote for \$500,000 for deduction limit for 179 deductions again for the 2015 tax year.