



Happy 4th of July

Steph's Bookkeeping Service, Inc



Monthly News

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Our monthly newsletter is included with your monthly invoice,

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

Minimum Wage

I'm sure most of you know that Oregon has increased their minimum wage by 50 cents to \$9.75 effective July 1st, 2016 for Multnomah, Washington, and Clackamas Counties. The minimum wage may be different for other counties as well. If you have workers in counties other than what was stated above please let us know and inquire about the changes for those counties as they may vary. Please be aware of these changes and make adjustments on your end if necessary. The minimum wage is set to increase again as of July 1st, 2017 as well. The goal for these changes is to get the minimum wage to \$14.75 inside Portland's urban growth boundary, \$13.50 in midsize counties, and \$12.50 in rural areas by 2022. We will inform you of any changes along the way! Please let us know if you have any questions!

Mid-Year Check

Surprisingly we are already half way through the year! This time of the year we start reviewing financials to see how we can lower your tax liability and increase your deductions. If we think your revenue has grown to the point where you might owe at the end of the year then you may be hearing from us. If you are unsure and you want us to

take a look, then let us know! We know all the rules and most beneficial ways to reduce your tax liability, let us put our knowledge to your benefit! Not only do we only look for ways to reduce your tax liability but we want to make sure we cross our I's and dot our T's as well. We will take a look on our end to see if there have been any new 1099 vendors that we don't have proper records for and get that data from you as well. We know that it gets hard at the end of the year to think back to the previous January and figure out what was purchased and get in contact with people that you haven't spoke with in months. We want to start now to make the end of the year easy, but we need your help! Please be on the lookout for our emails with questions, and start organizing your year end data now. It is never too early to gather those cash receipts, contact those vendors for W9's, and prepare your 2016 data. If you don't know where to start then we are open for questions. We want to make the end of the year hassle free and easy!

Don't forget referrals!

Don't forget that when you refer a client to us, you get 10% off your following bill! Spread the word and stock up on that savings!

Happy Independence Day!

We here at Steph's Bookkeeping Service, Inc. want to extend our gratitude towards all men and women that have fought, or still is fighting for our freedom. We would all not be able to have the lives we have if they didn't choose to put their lives on the line. Words cannot describe the gratitude we have for your services and sacrifice.

Tax Data Needed

Please do not forget that the extended deadline to complete corporate tax returns for the 2015 tax year is September 15th, 2016 and personal tax returns are October 17th, 2016. This means that the time to complete all business and personal financials and get all tax data is limited. Please keep in mind that we need time to accurately process this data for timely and effective results. If there is still something you need to get us to complete your 2015 business or personal taxes, please get that data to us as soon as you can! If you don't know what data to get, let us know so we can get you a list! Let us know if you have questions!

