



ROI Accounting, LLC

Business:

Name:

Email:

Phone:

- 1) Business Processes Flowchart:
- 2) Current Accounting System Flowchart:
- 3) Current challenges/problems/goals:
- 4) Solutions Looked At:
- 5) Staffing / Duties:

QuickBooks:

Look at

COA

Review

Financials

Any questions about us?

Comeback with a quote



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ROI Accounting, LLC

FEATURES LIST

	Self-Employed	Simple Start	Essentials	Online Plus
Estimated Taxes (Schedule C)	X			
Mileage Tracking	X			
Invoices	X	X	X	X
Online Invoices	X	X	X	X
Custom Invoices		X	X	X
Sales Receipts		X	X	X
Product & Service Items		X	X	X
Estimates		X	X	X
Sales Tax		X	X	X
Statements		X	X	X
Convert from QuickBooks Desktop		X	X	X
Import lists from Excel		X	X	X
Integrate Apps (see below)		X	X	X
Print Checks		X	X	X
Payroll		X	X	X
Payables			X	X
Recurring Transactions			X	X
Multi-currency			X	X
Delayed Charges			X	X
Time Tracking			X	X
Time-Tracking-Only Users			X	X
Billable Hours			X	X
Expenses by Customer				X
Billable Expenditures				X
Class Tracking				X
Location Tracking				X
Budgets				X
Inventory [FIFO]				X
Purchase Orders				X
1099-Misc				X
Reports-Only Users				X



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What extra requirements does the client have?

Merchant Services	QuickBooks Payments
Bill Pay	Apps.com
Expense Reporting	Apps.com
Sales Orders	Apps.com
Inventory Assembly	Apps.com
Units of Measure	Apps.com
Price Levels	Apps.com
Time Tracking approval & GPS	Apps.com
Billing: Wholesale v Independent	Wholesale



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ROI Accounting, LLC

Subscriptions

QuickBooks Online Simple Start

QuickBooks Online account
Automatic data backup
Bank-level security and encryption
One full-access user
Invite up to two accountant user/firms at no additional charge
Unlimited invoices and estimates
Charge sales tax to customers
Print checks and record transactions
Download bank and credit-card transactions
Import from QuickBooks Desktop
Import/export lists from Microsoft Excel® (customers, vendors, Chart of Accounts, Products and Services)
Add payroll to pay W-2 employees and file payroll taxes
20+ reports

QuickBooks Online Essentials

Access for three users with permission controls
Manage and pay bills, including scheduling payments for later
Set up Recurring Transactions to automate data entry
Automatic Invoicing with ACH or credit-card payments (requires QuickBooks Payments account)

QuickBooks Online Plus

Access for five users with permission controls
Unlimited time-tracking-only users
Unlimited reports-only users
Track billable hours by customer
Purchase orders
Class and location tracking
Track inventory using the FIFO method
Prepare and print 1099-Misc
Budgets
Two-sided items
Estimates
65+ reports

QuickBooks Self-Employed

One user plus one accountant user



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ROI Accounting, LLC

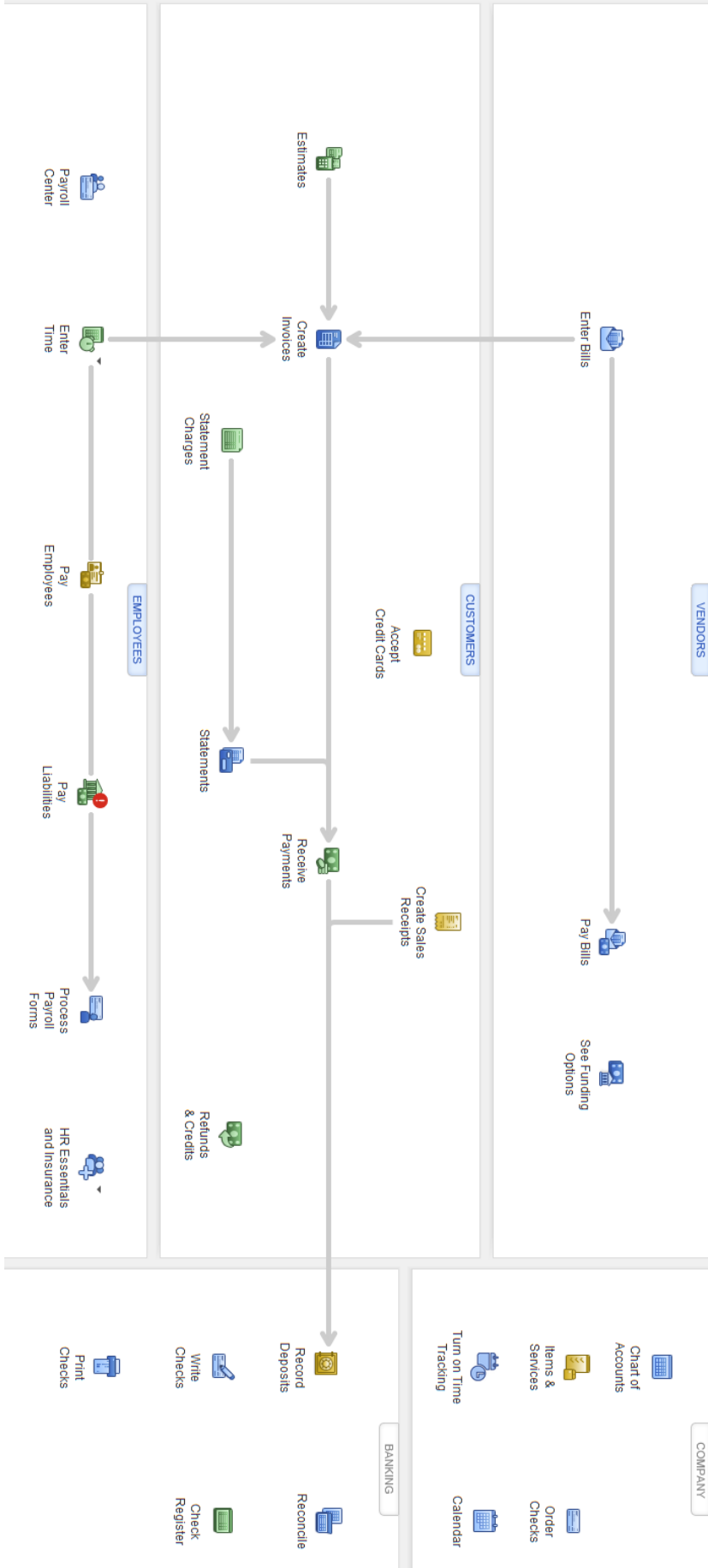
Ability to separate business from personal spending
Create invoices and use QuickBooks payments (no accounts receivable tracking)
Calculate estimated quarterly taxes
Track mileage and Schedule C deductions
Download transactions from your bank and credit-card accounts
Basic reporting including Profit & Loss and Income Tax Summary reports



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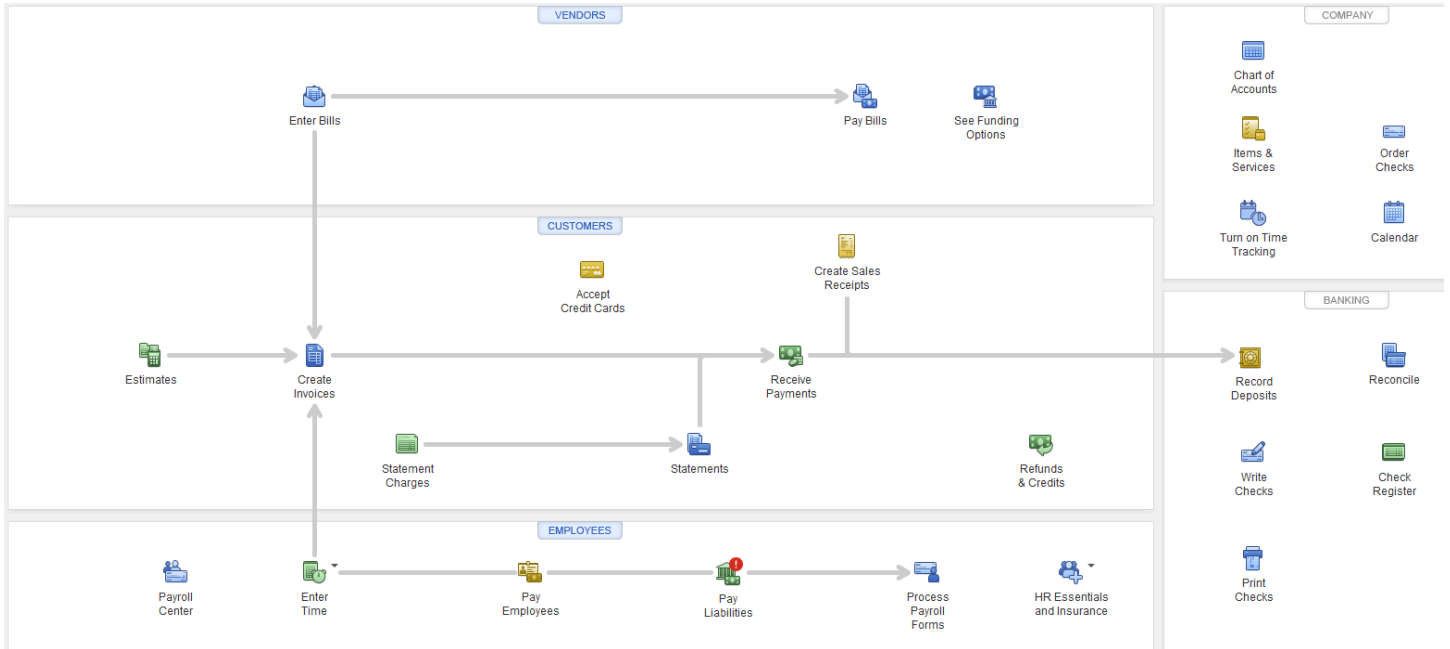
ROI Accounting, LLC



or Advanced



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QB Review Checklist

QBOA, Login To Client, Nav Bar, Overview

Bank Recs

Common Issues

Opening Balance Equity

Transaction Volume

REVIEWING ACCOUNTING OR QUICKBOOKS FOR PROBLEMS

1. Did Beg. Balances match tax returns re BS accounts ??
2. Is there a balance in Opening balance Equity?
- 3.



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