

## SERVICES OVERVIEW

### Tax Services

**Tax Planning** — Tax planning is an essential element of the tax preparation process. By making tax planning part of your overall business strategy, you can use our experience and access to the most recent developments in the tax laws to minimize both your current and future tax liabilities.

**Tax Preparation** — Our significant investment in computerized tax preparation and research software enables us to accurately and efficiently prepare returns for various types of entities in multiple states, including individuals, corporations, partnerships, trusts, estates and not-for-profit organizations.

**Estate, Trust and Gift Tax Preparation** — We pride our firm and professional staff on effective tax compliance to ensure that the decedent's final income tax returns relating to the estate and trust are prepared in a timely manner. We provide invaluable trust and estate expertise to handle all aspects of fiduciary compliance, as well as sophisticated tax advice and representation in the traditional areas of generational wealth transfer planning, gifting and fiduciary tax accounting and tax preparation.

**IRS, State and Local Tax Representation** — During our years of experience in dealing with many taxing authorities, we have achieved a level of competence that can ensure our clients that they are being properly represented before the various federal and state tax agencies.

**Payroll Services** — As a business grows, it must hire more employees, which can result in increased payroll administration. We can assist you in implementing the controls necessary to ensure a reliable, efficient and effective payroll system. Our firm can also help you develop a payroll system and prepare all necessary payroll tax returns in a timely manner.

**Sales Tax Services** — Many of our clients are responsible for collecting and submitting sales taxes in many different jurisdictions. We can assist your company in the compilation of information and preparation of sales tax returns in an efficient and timely manner.

**State Income Tax Services** — State income tax has become complex and, at times, confusing for individuals and businesses. We can put you on the right schedule for compliance and law changes. We can keep you up-to-date and aware of changes that will affect you.



“OUR SERVICES” MEANS A COMMITMENT BY  
KVLISM LLP IN PROVIDING THE HIGHEST  
QUALITY SERVICE BY EXPERIENCED AND  
KNOWLEDGEABLE PROFESSIONALS.

### Accounting Services

**Audit Services** — We view our role in the financial reporting process as an opportunity to provide constructive solutions for maximizing your company's profitability and efficiency. Audits differ from reviews and compilations, as they are an intensive examination of your company's systems and records, providing the highest level of assurance.

**Financial Statements** — We can assist you in the preparation of your financial statements in accordance with professional standards, but express no opinion or any other form of assurance on the underlying information included in them. The financial statements produced can be a useful tool for management when making financial decisions.

**Cash Flow & Budgeting Analysis** — A business can be profitable and still run into trouble due to cash flow issues. We can forecast and evaluate your company's financial condition, estimate financing requirements and track cash flow sources and uses.

**Bookkeeping/Write-Up** — Meaningful, well-organized financial records ensure that your business operations will run more efficiently on a daily basis. This is the foundation of a successful business. Our qualified staff can assist you with the day-to-day tasks associated with bookkeeping.

**Outside CFO** — We can act as your company's chief financial officer, offering to assist in directing your company regarding financial decision making, planning, employee benefit analysis, banking matters, budgeting, bill paying and cash flow projecting.



## Consulting Services

**Personal/Business Management Services** — Many individuals, so successful in their business endeavors, do not have the time to focus on their financial well-being. We can quarterback the process between the insurance broker, investment advisor, the lawyers, and sometimes even the contractors and handymen. We can form and administer private foundations and help set up trusts and gift planning. We call this one-stop financial shopping.

**Estate and Trust Consulting** — Working with the executor, fiduciary and family on the preparation of the Estate, Trust and Gift Generation-Skipping Transfer Tax Returns, including tax planning regarding asset valuations, making various tax elections to maximize the efficient use of all exemptions available, planning for the exercising of certain fiduciary responsibilities, including preparation of fiduciary accountings, planning to minimize eventual estate and generation-skipping tax at the death of any surviving spouse, and income tax planning involving the funding of estate shares and trusts, is typically the most involved and often the most valuable aspect of our work. We also work with the family's attorney to ensure that the decedent's final wishes are complied with.

**Estate and Trust Planning** — Effective estate planning facilitates the orderly transfer of assets to your beneficiaries, provides security for your surviving spouse and family, and can reduce or eliminate the tax due on the transfer of your business and other assets. For business owners, providing for business continuity and succession of ownership is essential.

**Business Succession Planning** — Effective coordination of the transition of your business to your successors is critical to ensure its continued success once you decide to remove yourself from the company's day-to-day operations. With a solid background in tax and other financial matters, we are fully qualified to address this complex issue of business continuation.

**Business Entity Selection** — Choosing the form of entity for your business ("S" corporation, sole proprietor, limited liability company, etc.) is a crucial decision that can have longstanding tax implications, positive or negative. We can assist you in evaluating the pros and cons of each entity type to help you determine the most advantageous form of business for your company.

**Financial Planning** — A properly structured financial plan enables you to face any financial challenge that may present itself at each stage of your life. Through the financial planning process, we can help you assess your financial needs and develop strategies that will enable you to achieve your goals and strengthen your financial security.

**Retirement Planning** — Successful implementation and periodic reviews of your financial plan will ensure financial independence during your working years and through your retirement years.



## Other Services

**Certified QuickBooks Pro Advisor®** — We have a Certified QuickBooks Pro Advisor® on staff. We can assist you in QuickBooks® setup, training, and reporting.

**Employee Benefit Plans** — The accounting and tax issues involved with employer-provided benefit plans can be overwhelming. We can assist with the development, implementation and administration of your employee benefit plan.

**Mergers & Acquisitions** — Finding the right business partner for your company can be a difficult task. We can assist you in the merger or acquisition process by assessing such critical elements as tax considerations; product/service compatibility; competitive tactics and position; financial impact; and cash flow considerations.

## About Our Firm

At KVLISM LLP, we believe in the value of relationships. We view every client relationship like a partnership and truly believe that your success is our success. Our clients benefit by getting personalized quality service that is beyond comparison. We are committed to providing close, personal attention to every one of our clients.

With years of advanced training, technical experience and financial acumen, our associates take pride in giving you the assurance and the personal assistance that you deserve. Our continual investment of time and resources in continuing education, incorporating state-of-the-art computer technology and nourishing extensive business relationships is indicative of our commitment to excellence.



Certified Public Accountants and Advisors

**GUIDING YOU TO SUCCESS**

**Professional • Responsive • Proactive**

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