

Noh Hassle Bookkeeping QuickBooks Value Pricing Checklist

The following questions will help Noh Hassle Bookkeeping better meet your needs by clearly identifying exactly which services you are interested in. For the first question let us know what you have done for bookkeeping in the past. For the rest of the form please fill out what services you would like Noh Hassle Bookkeeping to perform for you.

* Required

1. **Your Name ***

2. **Your Company Name ***

3. **Your Phone Number/Email ***

4. **Previous/Current Bookkeeping Services ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annualy	N/A
Do/did them myself	<input type="radio"/>				
Full Charge Bookkeeping	<input type="radio"/>				
Quarterly Cleanup	<input type="radio"/>				
Customized	<input type="radio"/>				
CPA	<input type="radio"/>				

5. **Customized - Describe what you had previously below**

6. **Bookkeeping Services Wanted ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annually	N/A
Full Charge Bookkeeping	<input type="radio"/>				
Quarterly Cleanup	<input type="radio"/>				
Customized	<input type="radio"/>				

7. **Customized - Describe what you need below**

8. **QuickBooks Pro-Advisory Services ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annually	N/A
Customized Setup	<input type="radio"/>				
Diagnostics	<input type="radio"/>				
Cleanup	<input type="radio"/>				
Training	<input type="radio"/>				
Adjusting Entries	<input type="radio"/>				

9. **Other - Describe what you need below**

10. **Accounts Receivable ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annually	N/A
Creating Invoices/Sales Receipts	<input type="radio"/>				
Receive Payments/Make Deposits	<input type="radio"/>				
Prepare Monthly Statements	<input type="radio"/>				
Manage Items List	<input type="radio"/>				
Prepare Sales Tax Returns	<input type="radio"/>				

11. **Other - Describe what you need below**

12. **Accounts Payable ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annually	N/A
Enter Purchase Orders	<input type="radio"/>				
Enter Bills	<input type="radio"/>				
Pay Bills/Print checks	<input type="radio"/>				
Print 1099's	<input type="radio"/>				

13. **Other - Describe what you need below**

14. **Payroll Services ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annualy	N/A
Process and Prepare Paychecks	<input type="radio"/>				
Process and Prepare Direct Deposit	<input type="radio"/>				
Post Earns Records (After the Fact Payroll)	<input type="radio"/>				
E-File Payroll Tax Deposit EFTPS	<input type="radio"/>				
Prepare Payroll Tax Returns	<input type="radio"/>				
Prepare W-2s	<input type="radio"/>				

15. **Other - Describe what you need below**

16. **Online Access ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annualy	N/A
Online Payroll Service Other than QuickBooks	<input type="radio"/>				
Online Banking Download to QuickBooks	<input type="radio"/>				
Online Credit Card Download to Quickbooks	<input type="radio"/>				
E-File Sales Tax Returns	<input type="radio"/>				

17. **Other - Describe what you need below**

18. **Reconciliation ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annualy	N/A
Bank Reconciliation	<input type="radio"/>				
Cash on Hand	<input type="radio"/>				
Credit Card Reconciliation	<input type="radio"/>				
Loan Reconciliation	<input type="radio"/>				

19. **Please Enter the Number of Accounts, Cards, or Loans if you are needing those reconciliation.**

20. **Other - Describe what you need below**

21. **Financial Statements ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annualy	N/A
Balance Sheet	<input type="radio"/>				
Profit & Loss YTD	<input type="radio"/>				
General Ledger	<input type="radio"/>				
Transaction Detail	<input type="radio"/>				
A/R Aging	<input type="radio"/>				
A/P Aging	<input type="radio"/>				
Budget vs Actual	<input type="radio"/>				
Cash Flow Analysis	<input type="radio"/>				

22. **Other - Describe what you need below**

23. **Other Services ***

Mark only one oval per row.

	Weekly	Monthly	Quarterly	Annualy	N/A
Business Management Consultation	<input type="radio"/>				
Set-up or Revise Accounting System	<input type="radio"/>				

24. **Other - Describe what you need below**
