



KEITH P CLARK CPA PC

Please note that for the 2020 tax filing season, the minimum cost of tax return preparation for Form 1040 starts at \$375 and up. For the 2020 tax year and going forward, we are going fully remote which means we are no longer offering in-person meetings in the office. For new clients, there will be no charge for a brief 10-15 minute initial virtual or telephone consultation to go over our process and pricing. For new and existing clients, we are now offering virtual or telephone consultations for a pre-determined flat fee where we can answer specific tax or accounting questions or suggest tax planning and tax savings strategies.

Preparation fees for Forms 1065, 1120 & 1120-S start at \$800 and up depending on our total time spent, company gross revenues and overall complexity of the return. A Schedule L (Balance Sheet) is now included with every Form 1065, 1120 & 1120-S. Our base business tax return fee also includes shareholder/partner basis calculations when applicable.

The “charge by form” method of billing tax return preparation fees is a transparent but imperfect way for us to apply the costs for the total time to get returns completed. We typically take into consideration the time that it takes to prepare each tax form and sometimes the “charge by form” method may overstate or understate the price based on actual time spent, so we will apply a discount or add fees to the final invoice to adjust the total cost when appropriate. Our goal is to bill our clients in a fair and transparent way, so we can do our best to eliminate surprises once the return is completed and ready to file.

The cost to prepare your tax return all comes down to the overall amount of time we spend working on your return. Ideally, we prefer to receive all tax documents before starting work on the tax return to minimize the possibility of omitting a document and to eliminate our time spent getting in and out of the return during preparation. Clients that provide tax information in a disorganized fashion or time we spend communicating to a client asking for missing information will likely be subject to additional fees added to the final invoice.

It is important to understand that every tax return is different. The forms necessary to complete your tax return may vary from year to year as your situation changes. For that reason, final pricing is always subject to a client's current situation and the complexity of their return. Below is a breakdown to show some of the more common returns and how our pricing works:

Simple Individual Tax Return	
Form 1040	\$375
Standard Deduction	Included
State (1st State Included)	Included
E-file	Included
1 W-2	\$20
Total	\$395

Simple Individual Itemized Return	
Form 1040	\$375
Schedule A	\$75
Other forms: (childcare, W-2's, etc)	\$100
State (1st State Included)	Included
E-file	Included
Total	\$550

Simple Individual Small Business Return	
Form 1040	\$375
Schedule C (Minimal Expenses)	\$200
Auto Worksheet	\$30
Form 8829 Business Use of Home	\$30
Other forms: childcare, interest, education credits, W-2's, etc)	\$115
State (1st State Included)	Included
E-file	Included
Total	\$750



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Tax Preparation Schedule of Fees by Form Rates Effective January 1, 2021

Form	Title	Price	Description
990	Tax Exempt Organization	\$800	minimum */**/***
1040	U.S. Individual Income Tax Return (Includes One State Return)	\$375	per form
1040 Schedule A	Itemized Deductions	\$75	per form
1040 Schedule B	Interest and Ordinary Dividends	\$20	per item
1040 Schedule C	Profit or Loss from Business – (Small business-minimal expenses)	\$200	minimum per form */**
1040 Schedule C	Profit or Loss from Business – (Small business-multiple expenses)	\$300	minimum per form */**
1040 Schedule D	Capital Gains and Losses	\$20	per item (\$30 minimum)
1040 Schedule E (pg 1)	Supplemental Income and Loss (Page 1 Rental Properties)	\$175	per rental **
1040 Schedule E (pg 2)	Supplemental Income and Loss (Page 2 Partnerships/S Corps)	\$30	per form
1040 Schedule EIC	Earned Income Credit	\$85	per form
1040 Schedule F	Profit or Loss from Farming	\$150	minimum per form */**
1040 Schedule H	Household Employment Taxes (Nanny Tax)	\$50	per form
1040 Schedule R	Credit for the Elderly or the Disabled	\$30	per form
1040 Schedule SE	Self-Employment Tax	\$0	per form
1040 Schedules 1-6	2018 Schedules 1-6	\$0	per form
1040-ES (Worksheet)	Estimated Tax for Individuals (Includes Vouchers)	\$50	per form
1040-X	Amended U.S. Individual Income Tax Return	\$450	minimum */**
1041	U.S. Income Tax Return for Estates and Trusts	\$750	minimum */**/***
1045	Application for Tentative Refund	\$200	per form
1065 (w Sch L)	U.S. Return of Partnership Income (Includes 2 k-1's)	\$800	minimum */**/***
1065 (w Sch L)	U.S. Return of Partnership Income (Businesses over \$1 Million of Gross Revenues)	\$1000	minimum */**/***
1096 & 1099	Annual Summary and Transmittal of U.S. Info Returns & Prepare 1099 Forms	\$30	per form
1099	Miscellaneous Income	\$20	per form
1099-R	Retirement/Pension/IRA Distribution	\$20	Per form
1116	Foreign Tax Credit (Individual, Estate, or Trust)	\$30	per form
1118	Foreign Tax Credit (Corporation)	\$50	per form
1120 (w Sch L)	U.S. Corporation Income Tax Return	\$800	minimum */**/***
1120 (w Sch L)	U.S. Corporation Income Tax Return (Businesses over \$1 Million of Gross Revenues)	\$1000	minimum */**/***
1120-S (w Sch L)	U.S. Income Tax Return for an S Corporation (Includes 1 k-1)	\$800	minimum */**/***
1120-S (w Sch L)	U.S. Income Tax Return for an S Corporation (Businesses over \$1 Million of Gross Revenues)	\$1000	minimum */**/***
2106	Employee Business Expense	\$30	per form
2106-EZ	Employee Business Expense (Short Form)	\$30	per form
2210	Underpayment of Estimated Tax	\$0	per form
2441	Child and Dependent Care Expense	\$30	per form
2555	Foreign Earned Income	\$80	per form

2555 pg 3	Foreign Earned Income (Page 3)	\$30	per form
3800	General Business Credit	\$50	per form
3903	Moving Expenses	\$30	per form
4136	Credit for Federal Tax Paid on Fuels	\$30	per form
4137	Tax on Unreported Tips	\$30	per form
4562	Depreciation and Amortization	\$15	per item (\$25 minimum)
4684	Casualties and Thefts	\$60	per casualty/theft
4797	Sale of Business Property	\$75	(and up) per item
4835	Farm Rental Income and Expenses	\$60	per item
4868	Application for Extension to File U.S. Individual Return	\$60	per form
4952	Investment Interest Expense Deduction	\$30	per form
4972	Tax on Lump-Sum Distributions	\$80	per form
5329	Additional Taxes Attributable to Qualified Retirement Plans	\$30	per form
5405	First Time Homebuyers Credit	\$30	per form
5695	Residential Energy Credits	\$35	per form
6198	At Risk Limitations	\$30	per form
6251	AMT Alternative Minimum Tax	\$0	per form
6252	Installment Sale Income (first year)	\$100	per form
6252	Installment Sale Income (subsequent years)	\$30	per form
6781	Gain or Loss from Section 1256 Contracts and Straddles	\$20	per item (\$25 minimum)
8283	Non-Cash Charitable Contributions	\$20	per item
8332	Exemption Release Divorced or Separated Parents	\$30	per form
8379	Injured Spouse Claim and Allocation	\$85	per form
8582	Passive Activity Loss Limitations	\$0	per form
8606	Nondeductible IRA	\$30	per form
8615	Tax for Children under 18 who have Investment Income	\$30	per form
8801	Credit for Prior Year Minimum Tax	\$30	per form
8812	Additional Child Credit	\$0	per form
8814	Parent's Election to Report Child's Interest and Dividends	\$30	per form
8824	Like Kind Exchanges	\$125	per form
8829	Business Use of Home (simplified option)	\$35	per form
8834	Qualified Electric Vehicle Credit	\$30	per form
8839	Qualified Adoption Expenses	\$75	per form
8846	Credit for Employer Soc. Sec. and Medicare taxes on tips	\$30	per form
8863	Education Credits	\$35	per form
8880	Qualified Retirement Savings Contribution Credit	\$20	per form
8889	Health Savings Account	\$35	per form
8910	Alternative Motor Vehicle Credit	\$30	per form
8917	Tuition & Fees Deduction	\$35	per form
8938	Statement of Foreign Assets	\$35	per form
8949	Sales and Other Dispositions of Assets	\$20	per item
8959	0.9% \$200,000 Employment Tax (Additional Medicare Tax)	\$30	per form
8960	3.8% Net Investment Income Tax	\$30	per form
K-1s	Income, Losses, Dividends, etc. of Partners or Shareholders	\$35	(and up)per form
W-2	Wage and employee tax statement	\$20	per form
Auto Worksheet	Auto Worksheet for Small Business, etc.	\$30	per form
Alimony Payments	Collecting Information & Entering Alimony Payments	\$30	per entry

State	State Return (first)	Included	first state
State (additional)	State Return (additional returns after the first)	\$50-\$75	additional states
E-file	Federal and state tax returns	Included	
MFJ vs. MFS Analysis	Perform MFJ vs. MFS Analysis to Optimize Most Advantageous Way to File Tax Return	\$75	per analysis
New Rental Setup	Calculate Depreciable Basis for Residential Rental	\$75	per rental
Sale of Primary Home	Reporting the sale of a primary residence in the return	\$75	per sale
E-File Rejection	Fee to cover time spent resolving an e-file rejection due to fraud or incorrect information	\$50	per return
E-File Rejection Fix (If Needed)	Fee to cover time spent communicating an e-file rejection and create a paper tax filing if necessary	\$50	per return
CPA Consultation (Individuals)	Consultation via email, virtual meeting or telephone meeting to answer clients' tax questions (meeting up to one half hour)(Fee collected up front in most cases)	\$150	1-30 mins Per ½ hour increment
CPA Consultation (Business Clients)	Consultation via virtual or telephone meeting to answer clients' business tax & accounting questions (meeting up to one hour)(Fee collected up front in most cases)	\$350	1-60 mins per one-hour increment
CPA Hourly Rate for Any Service Not Listed Above	CPA hourly rate for any tax or business service not listed above	\$275	per hour or increments there of
	Document and Tax Return Delivery		
Pick Up Docs at Office	Pick up original tax documents at our most convenience office location	\$0	no charge
Return Delivered Electronically	Copy of the tax return delivered through a secure portal or email if necessary	\$0	no charge
Have Docs Delivered by Mail	Deliver original tax documents back to client using USPS Priority Mail	\$25	per mailing
Paper Copy of Return	Create a paper copy of the tax return for pick up at one of our office locations	\$25	per copy
Have Paper Copy of Return Mailed	Create a paper copy of the tax return for delivery using USPS Priority Mail	\$50	per copy per mailing

* Pricing based on time working on return and complexity of return

** Any additional bookkeeping necessary will be charged at our standard CPA rate

***CPA hourly tax rate is \$275 per hour