



Business Accounting & Advisory

SEK understands the challenges faced by small businesses. We have guided entrepreneurs through tax and financial management issues for over 50 years. Whether a new or established business, we enhance our clients' effectiveness by providing better information on key business analytics. We can provide individual services or perform the entire accounting function. Our goal is to create a partnership that allows clients to focus on their business while we focus on their accounting and financial reporting needs.

WHAT WE OFFER

Tax Services

- Tax planning and preparation
- Audit representation
- Federal, state, and local tax reports and filings

Payroll Services

- Payroll processing
 - Check processing, including direct deposit
 - Payroll deposits, reports, and returns (any frequency)

Business Consulting Services

- Business entity selection
- Design and implementation of accounting systems
- Financial planning
- Financial forecasts and projections
- QuickBooks®/Sage 50® training and consulting
- Tax elections and registrations
- Succession planning
- Business valuations
- Litigation support

Strategic Planning Services

- Business plan development
- Budgeting and forecasting
- Merger & acquisition advisory
- Employee benefit plan audits

Financial Reporting Services

- General ledger entry, processing, and reporting
- Bank reconciliation
- Financial statement preparation

TEAM LEADERS



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Operations Management

- Performance measurement
- Internal control review
- Human resources consulting
- Retirement plan design and administration

HOW OUR CLIENTS BENEFIT

- **Efficiency**, so our clients can focus on growing the business
- **Accuracy** from specialized training on the complex regulations affecting businesses
- **Financial understanding** so you can make informed decisions on business management

Visit www.sek.com for more information or to schedule a consultation today!