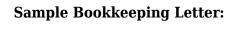
ACCOUNTANT / BOOKKEEPER ENGAGEMENT LETTER

De	ear .
1.	THE PARTIES. This Accountant/Bookkeeper Engagement Letter (the "Letter") confirms the services of (the "Accountant/Bookkeeper") requested by (the "Client") on this date of
	Whereas the Client and Accountant/Bookkeeper (the "Parties") agree to the following terms and conditions for the Accountant's/Bookkeeper's services, as an independent contractor, in exchange for fees:
2.	SERVICES. The Accountant/Bookkeeper agrees to provide the following services: (check all that apply)
	- Accounts Payable - Accounts Receivable
	- Audit
	- Bill Payment - Budget Preparation
	□ - Customized Reports
	- Detailed General Ledgers
	- Financial Statements
	General Bookkeeping
	- Payroll and Check Registers
	- Tax Calculation & Filing
	- Other:
	The aforementioned selections shall be referred to as the "Services." The Accountant/Bookkeeper shall conduct the Services within the specifications and guidelines set by the Client. The Accountant/Bookkeeper shall, at all times, observe and comply with generally accepted bookkeeping and accounting practices and standards while complying with all Federal and State laws, regulations, and procedures when completing their Services.
	in accordance with this Letter.
3.	FEES. The Client agrees to pay the Accountant/Bookkeeper. (check one)
	- Per Hour. S / hour for providing the Services.
	- Fixed Amount. S as the total amount for the Services. - Other.

Sample Bookkeeping Letter

Ying Liu



Sample Bookkeeping Letter Book Review: Unveiling the Power of Words

In a world driven by information and connectivity, the energy of words has be much more evident than ever. They have the capacity to inspire, provoke, and ignite change. Such may be the essence of the book **Sample Bookkeeping Letter**, a literary masterpiece that delves deep into the significance of words and their impact on our lives. Compiled by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we will explore the book is key themes, examine its writing style, and analyze its overall affect readers.

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