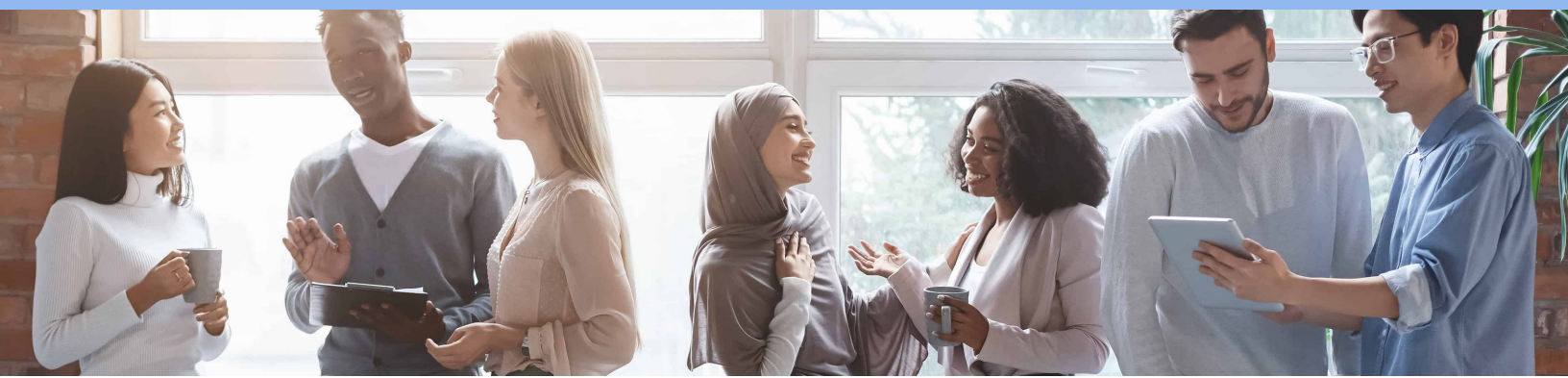


PROFESSIONAL OFFICE SERVICE

360
CPA

We provide full-scale accounting and compliance services for professionals who start their own businesses. From the billings and payroll to strategic financial planning, we will help our clients grow their own professional offices. With the right system and procedures in place, we establish efficient accounting and internal control functions for our client. The transition training will be provided to the client's employees.



EQUITY MANAGEMENT AND PROFIT SHARING

- Cap table management
- Profit sharing solutions for shareholders
- Cashflow projection and financial planning
- Transition and exit planning



TAX PLANNING AND STRATEGY

- Entity structure analysis and optimization
- Business owner income tax planning and strategy
- Business tax compliance review and filing
- Tax liabilities estimate and provision



PAYROLL COMPLIANCE AND EMPLOYEE BENEFIT

- Federal and state tax IDs registration
- Employee onboarding assistance
- Benefit deduction setup and management
- Payroll reconciliation and accrual



ACCOUNTING AND FINANCIAL REPORTING

- Accounting manual drafting
- Policies and procedures documentation
- Chart of accounts design
- Accounting and payroll system implementation

THE TRUSTED BUSINESS PARTNER BY DIFFERENT GENERATIONS



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