

# Threelyn Accounting & Tax Services

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## ENROLLED AGENT

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Threelyn Accounting provides top-notch Controller Accounting and Tax Services for business owners at an affordable price. ***IRS – Enrolled Agent. Certified QuickBooks ProAdvisor.***

We provide our clients with sound Accounting services that will help them to make sound and wise business decisions.

- Represents clients before IRS to resolve taxes problems
- Business Legal Entity Article of Formation & Organization
- Full Cycle Accounting Services.
- Full-charge Controller
- Preparation and Filing of Regulatory Report
- Business Return Income Tax preparation and filing
- 1099 & W-2 Preparation
- Payroll Services with Quarterly / Annual payroll tax report and filing
- End of the Month, Quarter and Year closing
- Personal Federal and State Income Tax preparation & Filing
- Accounts Receivable / Accounts Payable
- Government Remittance (Sales, Withholding, Use tax)
- Bank Reconciliations
- Business Performance based review
- Budgeting & Forecasting / Financial Data Analysis
- Cash Flow Management
- Conversions from Manual to Automated Systems
- Financial Statement Reports Preparation & Analysis
- Management of Investments Portfolio
- Correction / Adjusting journal entries
- Clean-up of your books
- Statutory Agent

We are seasoned professional Accountants with several years of Accounting experience cutting across many industries.

### **Certification / Education / Experiences**

***MBA Accounting***

***IRS Enrolled Agent - EA***

***Certified QuickBooks ProAdvisor***

***Several years of Professional / Corporate & Public Accounting experiences.***