

The Accountant's Corner

December 2023

It's fa-la-la finally December! This time of year can be incredibly stressful between year-end closing (keep

reading for a handy checklist) and navigating the holiday season... so we're going to make sure this email gets straight to the point!

If you don't read anything else in this newsletter, read this! We have two major holidays that fall on a Monday coming up: December 25th, 2023, and January 1, 2024. Make sure that you have a plan in place to adjust for payroll or any other important payments due on these dates.

Let's get ready for 2024! 2023 has been a big year for us! We've expanded our team and are excited for the upcoming tax season.

In an effort to streamline our processes and deliver a

and improvements.

stage as soon as possible!

reference when needed.

superior client experience, you'll notice a few changes

We'll be sending out Tax Organizers to ensure all of our information is up-to-date and to capture any changes you may have had over the past year. This also presents an opportunity to review potential tax savings and planning strategies, as well as to identify any missing documents quickly and get you into the prep

Our Client Portal offers:

experience and a faster response from our team.



• Centralized communication: Easily view what needs your attention, review assigned tasks, ask questions, send secure messages and book appointments.

We're moving the bulk of communication from email to our secure

TaxDome Client Portal. This will provide a better, more secure client

Electronic signatures: Sign documents electronically. • Secure payment processing: View and pay invoices with a click of a

Secure document storage: Attach or scan documents for secure

storage and review. These documents will also be available for your

button using your credit card. We recommend you bookmark the link to the portal login.ecktax.com and

download the Client Portal Mobile App. This will allow you to receive push

notifications for messages regarding outstanding items, status of your return and more! It's Almost 1099 Season!

Make a list of all contractors you paid for services this year and verify the amount paid to each contractor. Make sure you have a W-9 on file for each contractor you

HOW TO GET A HEAD START ON 1099-NECs BEFORE JANUARY

If you paid via credit card, the payment processor will issue a 1099-K instead if reporting requirements are met. (Keep an eye on our social media this month for more info on these changes!)

paid over \$600 or request one now!

Tis the Season...

winner from 12/12-12/17.

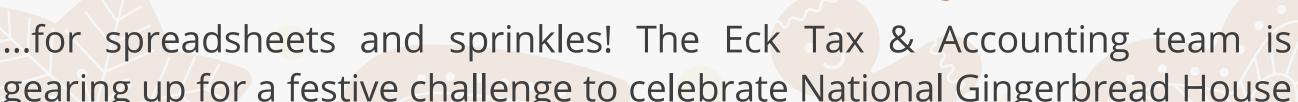
when it comes to:

Accounting

Business Systems

Information Technology

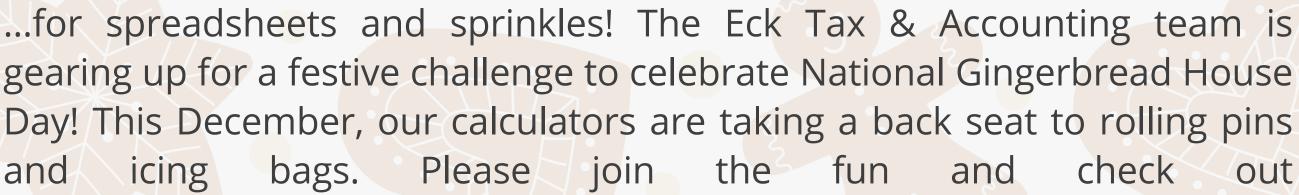
Marketing and MORE!



@eck tax and accounting on Instagram to vote for this competition's

Don't stress over the first filing of the year, let our team help you get set

up to issue 1099s with ease well before the January 31st deadline.



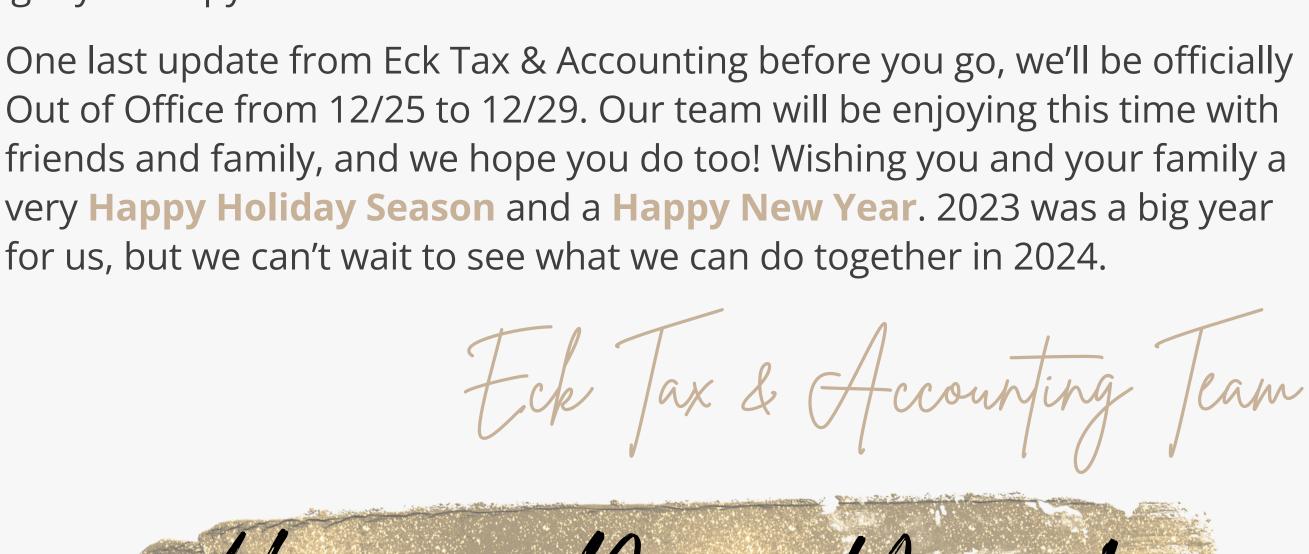
Year-End Checklist Feel a little lost when it comes to ALL the things you have to do as a business owner at the end of the year?

<u>Click here</u> or respond to this email with "FREEBIE" to get your copy! One last update from Eck Tax & Accounting before you go, we'll be officially

We've put together a FREE Year-End Business

Checklist to help point you in the right direction

Happy New Year!



YOUR ULTIMATE 2023

Year-End

Business

Checklist

Know a friend who could use our help? The biggest compliment is that you trust us with your accounting &

bookkeeping needs. The second biggest compliment is when you send your friends our way! Your support of our small business makes all of this possible, Thank you.



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