



How to Start a Successful Home-Based Freelance Bookkeeping and Tax Preparation Business

C. Pinheiro, Gabrielle Fontaine

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This book is a genuine resource, packed with proven methods and valuable interviews with real bookkeepers and accounting professionals. These ideas and techniques show you how to quickly build a flourishing full-time or part-time bookkeeping or tax practice, and keep it running profitably. Some of the topics covered in this volume: *How to get clients and keep them *How to attract the most profitable clients *How to set and collect fees *How to offer tax services to your existing clients *How to get referrals from CPA offices *Information on how to become a Certified Bookkeeper through the AIPB *How to comply with the IRS recordkeeping requirements *How to avoid your liability for the dreaded IRS "Trust Recovery Penalty" And much, much more!

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