

BOOKKEEPING CONTRACT

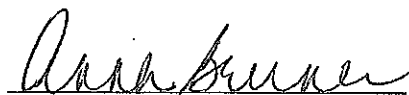
BE IT KNOWN THAT April Manuel of SWLA Realtors Assoc.  
located at Lake Charles, LA., 70601 here and after referred to as  
Contractor, has entered into an agreement with AG Bruner, Inc. located at 2904 Maplewood Dr. Suite A  
~~1000 S Huntington Ste D,~~  
Sulphur, LA here and after referred to as Contractee.

THE TERMS OF THIS AGREEMENT STATES THAT: Bookkeeping fees of \$ 600<sup>00</sup>  
Monthly, will be paid to Contractee at the above mentioned address upon completion  
of timely reports. Contractor will provide the Contractee with monthly bank statements and receipts.  
Services provided are Profit & Loss Statement (Monthly/Quarterly), Balance Sheet (Yearly), Payroll  
Services & Quarterly Payroll reports. All taxes due are the sole responsibility of the Contractor. Any  
extra services, such as audit services and/or assistance with loans, etc... shall be billed at a separate  
hourly rate of \$ 50<sup>00</sup> per hour.

Payment will be due upon the 1<sup>st</sup> of each month. An invoice will be presented to Contractor for  
payment.

THUS DONE AND SIGNED THIS 29<sup>th</sup> day of October, in  
Sulphur Louisiana.

  
CONTRACTOR

  
CONTRACTEE

AG Bruner, Inc.  
 2904 Maplewood Dr  
 Suite A  
 Sulphur, LA 70663

# Estimate

Date	Estimate #
10/19/2020	26

Name / Address
SWLA Realtors Association

501C6 → Hurricane relief donations covered deductible for insurance

			Project
Description	Qty	Rate	Total
Monthly bookkeeping included Data Entry, Account Reconciliation, Payroll for 10 or fewer employees	3	75.00	225.00
Quarterly Payroll Reports		35.00	35.00
Quarterly Billing	709	0.125	88.63
Quarterly Financial Review		75.00	75.00
Accounts Payable Services (this fee would be per occurrence)	2	100.00	200.00
Discount		-23.63	-23.63
<p><i>includes 2x month</i></p> <p><i>includes</i></p> <p><i>workmen's comp</i></p> <p><i>annual financial review</i></p> <p><i>included BOD meeting</i></p> <p><i>doesn't charge by phone call</i></p> <p><i>P/C monthly &amp; General ledger</i></p> <p><i>pull reports → excel work</i></p> <p><i>included</i></p>			
<p><i>Not included</i></p> <p><i>tax return</i></p> <p><i>\$300-500</i></p> <p><i>- W2/1099 - \$100 W2/1099 - \$0.25</i></p>			
<b>Total</b>			\$600.00

Need QBonline - \$ \_\_\_\_\_ X 12  
 \$60 month roughly  
 7,200

**Echeck Authorization**

I authorize AG Bruner, Inc. to initiate either an electronic debit or to create and process a demand draft against my bank account according to the terms outlined below. I acknowledge that the origination of ACH transactions to my account must comply with the provisioning of United States law.

**Terms of Billing**

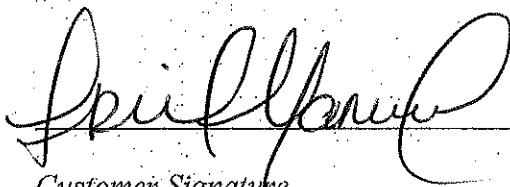
Starting on 11/1/20 and on the 1<sup>st</sup> of each month following through indefinite for the amount of \$ 600<sup>00</sup>.

Starting on \_\_\_\_\_ and on the \_\_\_\_\_ of each month following through \_\_\_\_\_ for the amount owed to merchant as detailed in Invoice #/ #'s

**Bank Information**

Bank Routing Number 065204519  
Bank Account Number 1010011222  
Bank Account Type: Checking

This payment authorization is to remain in full force and effect until I, April Manuel, notify AG Bruner, Inc. of its cancellation by sending written notice in such time and in such manner to allow both Anna Bruner and the receiving financial institution a reasonable opportunity to act on it.



Customer Signature

April Manuel

Customer Printed Name

10/29/20  
Date Signed