550 Calder Drive, PO Box 1314 Point Roberts, WA 98281 Phone - 360-945-1410 Cellular - 604-328-1410

☐ For Review

Freedom 2000, LLC dba Cando Recycling and Disposal

Re:		<u> </u>	CC:	
Phone:	360-664-1242	·.	Date:	July 23, 2009
Fax:	360-753-2629		Pages:	8 including cover sheet
To:	Behry Ingram		From:	David Gellatly

☐ Please Reply

☐ Please Comment

As requested.

☐ Urgent

Sorry hast 3 Pages again.

☐ Please Recycle

RECORDS MANAGEMENT

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7/23/2009

## Balance Sheet - As of 7/23/2009:2 As of 7/23/2009 (Accrual Basis)

7/23/2009 Account Balance Cash and Bank Accounts Free Checking 64,326.90 TOTAL Cash and Bank Accounts 64,326.90 Other Assets 12 Yard #5 2,365.00 12 Yard #6 2,365.00 16 Yard #3 2,910.00 16 Yard #4 2,910.00 20 Yard #1 3,455.00 20 Yard #2 3,455.00 Pick Up Truck 3,000.00 Roll Off Truck 12,910.00 **TOTAL Other Assets** 33,370.00 TOTAL ASSETS 97,696.90 LIABILITIES Other Liabilities \*Sales Tax\* 0.00 0.00 Business Bills **TOTAL Other Liabilities** 0.00 0.00 TOTAL LIABILITIES **EQUITY** 97,696.90

97,696.90

TOTAL LIABILITIES & EQUITY



## Kinsey Reports Bookkeeping Services 1860 Washington Drive, Point Roberts, WA 98281

360-945-1970

kinseyreports@whidbey.com

July 17, 2009

Freedom 2000 LLC dba Cando Recycling & Disposal P. O. Box 1314 Point Roberts, WA 98281

Attn: David Gellatly

Dear Mr. Gellatly:

Per our recent conversation concerning bookkeeping services for your company, I forward the following information.

Kinsey Reports will set up a complete set of books with the appropriate software of your choice.

We will maintain the General Ledger and reconciliation of all GL accounts, account analysis and creation of new accounts.

We will reconcile all checking, savings, money market, loan, credit card and credit line accounts.

We will prepare all required State and Federal Reporting according to the regulations set forth by the Waste Management regulators, as well as reporting and remittances to the Department of Revenue for Washington State.

We will prepare complete Financial Statements on a monthly basis, to be submitted by the  $15^{\rm th}$  of the month following.

We will prepare your books for delivery to your accountant at year end for tax reporting.

We offer Payroll Services and reporting of all federal and state tax returns, preparation of all 1099 Forms, W4 and W2's as well as year end reports.

We offer complete Accounts Receivable invoicing, tracking, application of payments received, deposit processing and collections.

We offer complete Accounts Payable services including posting of invoices to be paid, preparation of checks and job costing.

Page 2 Freedom 2000 LLC

You may define the services required by your company to completely customize your needs. These services may be performed at your place of business or in our office,

Our fee for all services listed above is \$25.00 per hour, invoiced monthly and net payable in 30 days.

We thank you for considering Kinsey Reports for your bookkeeping needs.

Yours truly,

KINSEY REPORTS

Per SuzAnne Kinsey Owner