

COULD YOUR CHURCH SURVIVE AN IRS AUDIT?

Could your church or non-profit organization survive an IRS audit? Many clergy and churches are asking this question today because financial accountability in churches and religious organizations is such an important and timely topic. Many clergy are finding themselves facing IRS audits. It is imperative that those responsible for your organization's finances have the information they need to protect your exempt status and your right to accept donations.

Our staff specializes in church and non-profit organizations, with over fifty years of knowledge and experience in this specialized area.

Summit Tax and Accounting, LLC is dedicated to serving our clients by providing the essential accounting tools your church or organization needs.

We would be happy to come to your area to do a seminar. You may make arrangements by calling our office.

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THE IMPORTANCE OF CHURCH ACCOUNTING



CHURCH & CLERGY SPECIALIST

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What They're Saying About Summit Seminars

Very impressed! Presenter was very sincere and thorough.
T. Crouch

Easy to understand and follow along. Practical information including software examples and applying to real world situations.
K. Hardeman, Treasurer

This seminar was informative. Every Pastor, finance person and administrator should attend this seminar
Anonymous

It was very detailed and helpful. Presenters were very interested in giving a good/adequate answer.
Anonymous

It was very informative. Learned things that my church should be doing differently.
R. Turner, Treasurer

Presenter kept on track and answered all questions! Very good information.
M. Haycraft, Secretary

Kathy presented the info in an easily understood manner. I really enjoyed the open forum!
F. Simmons, Bookkeeper

I was able to learn more from the presenter than from reading the manual. It was informative and easy to learn.
A. Young

Who Should Attend?

If you are a church secretary or administrator you have a lot of information to manage!

You work with :

Accounting Records

Payroll Records

Mailing Lists

Attendance Records

and more

It is very important to have records that are accurate and easily retrieved.

- ◆ Really how important are these records?
- ◆ What are your options for maintaining these records?
- ◆ Are the records you are currently keeping in compliance with IRS regulations?

Have you been asking yourself any of these questions? Perhaps you are asking them now

**The Importance of
Church Accounting Seminar
is for you!**

Seminar Overview

During this half day seminar we will cover:

The Importance of Records

- ◆ The Importance of Membership Records
- ◆ The Importance of Giving Records . . . starting with the Counters
- ◆ The Importance of Accounting Records
- ◆ The Importance of Payroll Records
- ◆ The Importance of Dates

Options for Maintaining Church Records including Pros and Cons of each Option

- ◆ Paper & pencil
- ◆ Excel workbooks
- ◆ Quickbooks
- ◆ Powerchurch
- ◆ Other software programs

Reports

- ◆ Basic Essential Reports
- ◆ Examples of Good Reports
- ◆ Examples of Bad Reports
- ◆ Using Information Presented in Reports