

Brooke Trentham Popp

1487 Elm Road  
Frankfort, MI 49635

# Proposal

Date
12/31/2020

Name / Address
Crystal Lake Township PO Box 2129 Frankfort, MI 49635-2129

Description	Qty	Rate	Total
Annual creation and distribution of IRS W2s by Jan. 31, 2021 (to be invoiced Feb. 2021).	45	6.00	270.00
Annual report of IRS W3 (to be invoiced Feb. 2021).	1	15.00	15.00
Annual creation and distribution of IRS 1099s and IRS 1096 (to be invoiced Feb. 2021).	1	50.00	50.00
Annual filing of IRS 940 and State of Michigan 5081 (to be invoiced Feb. 2021).	1	35.00	35.00
Quarterly filing (Q4 2020) and/or payment of IRS 941, State of Michigan 5080, and UIA 1020 to be invoiced Feb. 2021).	1	75.00	75.00
Quarterly filing (Q1 2021) and/or payment of IRS 941, State of Michigan 5080, and UIA 1020 (to be invoiced in Apr. 2021).	1	75.00	75.00
Quarterly filing (Q2 2021) and/or payment of IRS 941, State of Michigan 5080, and UIA 1020 (to be invoiced July 2021).	1	75.00	75.00
Quarterly filing (Q3 2021) and/or payment of IRS 941, State of Michigan 5080, and UIA 1020 (to be invoiced Oct. 2021).	1	75.00	75.00
<b>Total</b>			\$670.00