## **CONTACT US**

If you have any questions or would like to schedule a Procedural Church Review, contact the Summit Tax & Accounting team at:

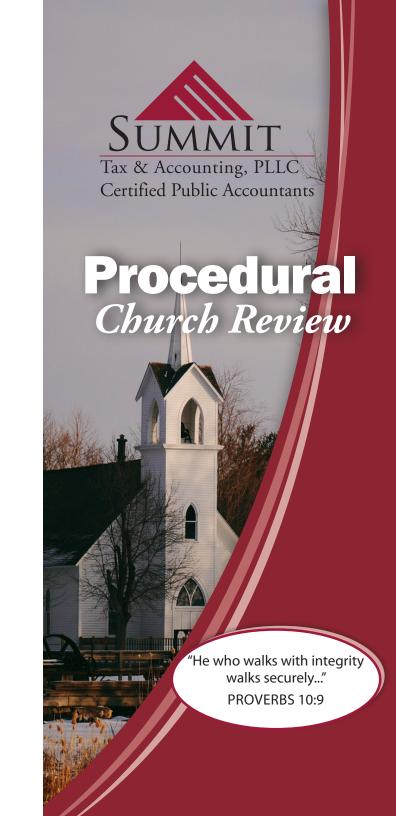
• Phone: 217-877-6766

• Fax: 217-875-4647

• Email: info@sta-cpas.com

• Website: summittaxaccounting.com





# **Procedural Church Review**

#### **Benefits**

- Provides Guidance
- Opens Communication
- Saves Church & Employees Money
- Updates on New Laws
- · Gives Peace of Mind
- Cost-saving Alternative to an Audit

### **Purpose**

The goal of a Procedural Church Review is to create a culture of excellence and biblical stewardship.

#### **Excellence**

- Good church management
- A well-equipped staff
- Effective communication

#### Stewardship

- Budgeting with a purpose
- · Reporting with integrity
- Planning for future growth

#### **Covered Areas**

- Payroll
- Health Benefits
- Church Government
- Internal Controls
- Financial Reports
- Contributions
- Church Software
- Taxes
- · Auxiliary Ministries

#### **Services Included**

- One-on-one interviews with key personnel
- Review of original documents
- Individual pay package guidance
- Comprehensive management report
  - Financial metrics
  - Fraud risk factors
- Meetings with board/congregation
- At your church or remotely

#### Who We Are

Summit Tax & Accounting, PLLC is a fullservice accounting firm that specializes in church and non-profit organizations. We have over 50 years of knowledge and experience in this specialized area.

#### **Our Difference**

Our experts will custom-tailor the Procedural Church Review to meet the needs and goals of your church.

