



### **The New Adult**

This package is perfect for New College Grads and Young Adults

The types of services provided:

- Assistance with the set-up of a Financial Management Application and basic training on use of the program
- Creating a budget
- Organize a bill paying system
- Assistance with completion of new hire employment forms
- Educational information provide explaining gross salary vs. net pay, insurance types and enrollment, the importance of contributing to 401k if possible and the difference between a Traditional Savings and Roth Savings
- Information provided on applying for a credit card, establishing a credit rating, staying within budget to be able to pay in full each month, understanding interest rates and late fees
- Explanation of what documents will be needed to prepare for the accountant in order to file taxes

Package Price: \$630

There is a maximum of 6 hours included in the monthly package price.  
Any further hours needed within the month will be billed at the regular hourly rate.

*The activities listed are suggestions and can be changed.*

*This does not imply that all the work can be completed in one month.*

For more information or to purchase a package, contact My Personal Bookkeeper

[info@mypersonalbookkeeper.com](mailto:info@mypersonalbookkeeper.com)

847-972-6822