

Premier

ACCOUNTING
&
MANAGEMENT

PREMIER ACCOUNTING & MANAGEMENT

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FREELANCE ACCOUNTING SERVICES

SERVING VOLUSIA COUNTY

- Management Expertise • Integrity & Ethics • Professional Competence •
- Accounting Expertise • Stability, Credibility, and Reliability •
- Community Association Management •

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&
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DESCRIPTION OF BUSINESS

Premier Accounting & Management was organized to engage in the business of freelance accounting and Community Association Management services in Volusia County, Florida. The Company is owned and operated by Michelle L. Juras, CAM.

Michelle Juras began managing Condominium/Homeowners Associations in October 1994 in which she expanded her expertise in the accounting field in addition to obtaining the Notary Public designation. Between October 1994 through September 2000, her portfolio consisted of 22 associations containing approximately 1900 units. Over the past 20 years, she has provided accounting services for numerous companies in several different industries ranging from real estate sales/property management, food & beverage, construction, medical, retail sales, etc.

It became apparent that the need for professional, confidential and experienced accounting practices was on the rise. With the rising demand and declining economy, Board Members were faced with the task of acquiring freelance accounting services due to the expense of a full time accountant being unaffordable. In lieu of this, Michelle Juras decided to form **Premier Accounting & Management** to provide Associations with the peace of mind that all of their needs will be met with minimal effort on their part.

Premier Accounting & Management offers full and partial management packages to accommodate every Association's needs. Board Members can feel at ease with the professionalism and personalization provided to them on a daily basis in addition to the extensive knowledge in the management and accounting fields.



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WHY CHOOSE PREMIER ACCOUNTING & MANAGEMENT

- ✓ Confidential Experienced Accounting Services
- ✓ Accurate Monthly Financial Statements
- ✓ Processing of All Accounts Receivables/Payables
- ✓ Accounts Receivable Delinquency Management
- ✓ Annual Budgeting
- ✓ Reconciliation of all Bank Accounts
- ✓ Payroll Processing for Employees
- ✓ Processing of All Payroll Tax Returns (941, 940, RT6)
- ✓ Processing of All Annual 1099's and W2's
- ✓ Calculation & Filing of Monthly Sales/Surcharge Tax Returns
- ✓ Notary Public Services Provided
- ✓ Personalized & Professional Service

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