



**DAVIS**  
& ASSOCIATES  
CERTIFIED PUBLIC ACCOUNTANTS

A FULL SERVICE  
ACCOUNTING FIRM

ACCOUNTING

PAYROLL

TAX

BILL PAY

CONSULTING

INCORPORATION

**DDAVIS**  
& ASSOCIATES  
CERTIFIED PUBLIC ACCOUNTANTS  
425 Creekstone Ridge  
Woodstock, Georgia 30188

ACCOUNTING

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DAVIS & ASSOCIATES is a full service CPA firm located in Woodstock, Georgia.

We offer a variety of services ranging from tax preparation to payroll to financial statement preparation.

**WE KEEP THE  
GOVERNMENT'S  
HANDS OUT OF  
YOUR POCKETS!**

Let us handle all of your accounting, payroll and tax needs so that you can concentrate on running your business!

770.926.6005 phone  
770.926.0650 fax  
www.davis-cpa.com

## MISSION STATEMENT:

To provide the highest quality of professional accounting, payroll, consulting and tax services to small and medium businesses.

## MITCHELL DAVIS, CPA:

Mitchell Davis has a dual degree from Emory University in Accounting and Economics. He has over 22 years of accounting experience in the metro Atlanta area.

Mr. Davis launched Davis & Associates in 1996. The practice has successfully developed over ten years, offering a high quality of client service and expertise.

Our locally owned and operated practice offers a professional staff with the combined experience of 80 years.



**CALL US TODAY**  
**770.926.6005**

# FULL SERVICE ACCOUNTING

## FINANCIAL PREPARATION

Monthly Bookkeeping/Accounting  
Bank Reconciliation  
Sales Tax  
After-the-Fact Payroll Compliance  
Preparation and Filing of 1099's

## INCORPORATION

Startup Consultation  
All Associated Paperwork

## PAYROLL SERVICES

Preparation of Employee Payroll  
Direct Deposit  
Live Checks  
Preparation and Filing  
Monthly & Quarterly Payroll Tax Returns  
Year-end Tax Reporting (W-2's)  
Multi-State Compliance  
Garnishment Compliance

## TAX SERVICES

Individual  
Corporate  
Partnerships  
Estates & Trust  
E-Filing

## CONSULTING

IRS Representation  
Back Tax Issues

## ACCOUNTS PAYABLE & RECEIVABLE

Bill Pay  
Invoicing

## Why all companies should have an accountant:

- Accurate Record Keeping
- System for Tracking Expenses
- Insure Maximum Deductions
- Sound Advice
- Tax and Business Planning
- Proper Licensing
- Avoid Penalties
- Assist in Procuring Financing
- Audit Representation
- Avoid Costly Mistakes & Penalties
- Avoid Wasting Time & Money

IT'S AN INVESTMENT,  
NOT AN EXPENSE!

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