

SCHEIBE ACCOUNTING L.L.P.

1881 KANSAS SE
HURON, SD 57350

Certified Public Accounting

TELEPHONE (605) 352-5171
TOLL FREE 1-866-280-9070
FAX (877) 225-6894

Year End Checklist

(Please send the following info to us as of December 31st)

- Cash On Hand

- Petty Cash

- Accounts Receivable Balance

- NSF Checks Held for Collection

- Merchandise Inventory

- Accounts Payable (list separately)

- Notes Payable (list separately)