



ERIKA LYNN BOOKKEEPING & CONSULTING SERVICES, LLC

Capabilities Statement

COMPLIANCE-FOCUSED BOOKKEEPING · PAYROLL · FINANCIAL CONSULTING

25+

YEARS OF ACCOUNTING EXPERIENCE

\$2M

LARGEST CLIENT REVENUE SERVED

\$15K to \$200K

PROJECT RANGE

COMPANY OVERVIEW

Erika Lynn Bookkeeping & Consulting Services, LLC provides bookkeeping, full-cycle payroll, and financial consulting for for-profit and non-profit organizations nationwide. The firm specializes in bringing organizations into compliance with federal and state agencies through corrective-action bookkeeping, grant and fund compliance, and audit support. Led by owner Erika Rebout, the practice brings more than 25 years of accounting and business-management experience, serving clients with annual revenue up to \$2 million.

CORE COMPETENCIES

- **Corrective-Action and Compliance Bookkeeping.** Reorganizing and reclassifying financial records to bring organizations into compliance with federal and state agency requirements.
- **Full-Cycle Payroll Administration.** Processing employee hours and initiating, filing, and reporting payroll payments and returns across all required filing intervals.
- **Grant and Fund Compliance Consulting.** Fiscal oversight for grant-funded and non-profit programs, including expense documentation and reporting to federal and state funding agencies.
- **Audit Readiness and On-Site Audit Support.** Preparing records and representing organizations during on-site reviews and government agency audits.
- **Financial Statement Preparation.** Producing financial statements and documented expense records for management, funders, and oversight bodies.
- **Business Tax Registration and Income Tax Filing.** Business tax registration, income tax preparation, and filing for organizations and individuals.

DIFFERENTIATORS

- Owner and operator of firms across construction, landscaping, snow removal, and heavy-highway construction, with direct regulatory and financial-management responsibility in each.
- Direct experience administering government funding and submitting compliance reports to multiple federal and state agencies.
- Track record of penalty abatements and reversal of adverse government decisions, saving clients thousands of dollars.
- Engaged by a Certified Public Accountant firm to perform independent review of client tax returns.
- Single accountable point of contact for bookkeeping, payroll, and tax, removing the need to coordinate multiple providers.

RELEVANT COMMERCIAL EXPERIENCE

Tax Return Audit and Review

CLIENT Certified Public Accountant firm (client name to confirm)
SCOPE Audit and review of client tax returns.
To confirm: contract or project value, dates of performance, and a measurable result.

Accounting and Business Management Operations

CLIENT Erika Lynn Bookkeeping & Consulting Services, LLC (owner-led)
SCOPE Ongoing books, reconciliations, and financial oversight for an operating business.
To confirm: contract or project value, dates of performance, and a measurable result.

Federal and State Agency Reporting

CLIENT Erika Lynn Bookkeeping & Consulting Services, LLC (owner-led)
SCOPE Preparation and submission of compliance reports to federal and state agencies.
To confirm: contract or project value, dates of performance, and a measurable result.

POINT OF CONTACT

Erika Rebout

OWNER

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W Pending

COMPANY DATA

LEGAL ENTITY

Erika Lynn Bookkeeping & Consulting Services, LLC

BUSINESS SIZE

Small business · owner-operated

BUSINESS ESTABLISHED

2023

UNIQUE ENTITY IDENTIFIER (UEI)

D8PAPDY7KM48

CAGE CODE

155S1

PROJECT RANGE

\$15,000 to \$200,000

SERVICE AREA

Nationwide

CERTIFICATIONS & LICENSES

None currently on file

NAICS CODES

541219 **PRIMARY**

Other Accounting Services

541211

Offices of Certified Public Accountants

541213

Tax Preparation Services

541214

Payroll Services

541611

Administrative Management and General Management Consulting Services

541618

Other Management Consulting Services

561110

Office Administrative Services

561499

All Other Business Support Services