

Project Estimates Worksheet
 January 1, 2012 - February 29, 2012
 Date Based on: Project Current Due Date

Client Name	Client Code <i>Employee</i>	Current Due	Project Description <i>Service Code</i>	Budget Hours	Actual Hours	Estimate Hours to Complete	Total Estimated	Over/(Under) Variance
Ace Advertising Consultants	ACEADVERT	01/31/2012	Preparation of Writeup for the month of December.	1.25	4.00	_____	_____	_____
	Towers, Matt		BT ACCOUNTING Preparation PREPARATION	1.25	4.00	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	02/29/2012	Preparation of Writeup for the month of January.	1.25	2.50	_____	_____	_____
	Towers, Matt		BT ACCOUNTING Preparation PREPARATION	1.25	2.50	_____	_____	_____
Prototype Design	PROTO	01/31/2012	Preparation of Quarterly Writeup for the period ended December 31, 2011.	1.50	3.00	_____	_____	_____
	Towers, Matt		BT ACCOUNTING Preparation PREPARATION	1.50	3.00	_____	_____	_____
Crawford's Steak House	CRAWFORD	01/31/2012	Preparation of Writeup for the month of December.	1.25	4.00	_____	_____	_____
	Towers, Matt		BT ACCOUNTING Preparation PREPARATION	1.25	4.00	_____	_____	_____
Crawford's Steak House	CRAWFORD	02/29/2012	Preparation of Writeup for the month of January.	1.25	2.50	_____	_____	_____
	Towers, Matt		BT ACCOUNTING Preparation PREPARATION	1.25	2.50	_____	_____	_____
Jerald & Elizabeth Brown	BROWNJ	01/31/2012	Preparation of Annual Compilation.	10.00	13.75	_____	_____	_____
	Wood, Brian		BT ATTESTATION Assign & Budget ASSIGNBUD	1.50	1.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Client Meetings & CLIENTMEET Discussions	1.00	2.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Preparation PREPARATION	3.00	3.00	_____	_____	_____
	Harden, John		BT ATTESTATION Review REVIEW	2.00	3.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Financial Statement FSPREP Preparation	1.00	3.00	_____	_____	_____
	Harden, John		BT ATTESTATION Financial Statement FSREVIEW Review	1.50	1.75	_____	_____	_____
	Work Queue		BT ATTESTATION Assembly		0.00	_____	_____	_____

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			ASSEMBLY BT ATTESTATION Delivery DELIVERY		0.00	_____	_____	_____
Collins, Brown & Lewis Advertising	QBL	01/31/2012	Preparation of Annual Compilation.	10.50	13.50	_____	_____	_____
	Wood, Brian		BT ATTESTATION Assign & Budget ASSIGNBUD	1.50	1.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Client Meetings & CLIENTMEET Discussions	1.00	2.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Preparation PREPARATION	4.00	4.00	_____	_____	_____
	Harden, John		BT ATTESTATION Review REVIEW	1.00	1.50	_____	_____	_____
	Wood, Brian		BT ATTESTATION Financial Statement FSPREP Preparation	2.00	3.00	_____	_____	_____
	Harden, John		BT ATTESTATION Financial Statement FSREVIEW Review	1.00	2.00	_____	_____	_____
	Work Queue		BT ATTESTATION Assembly ASSEMBLY		0.00	_____	_____	_____
			BT ATTESTATION Delivery DELIVERY		0.00	_____	_____	_____
Brian & Michelle Quinn	QUINN	01/31/2012	Preparation of Annual Compilation.	10.00	15.75	_____	_____	_____
	Wood, Brian		BT ATTESTATION Assign & Budget ASSIGNBUD	1.50	1.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Client Meetings & CLIENTMEET Discussions	1.00	2.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Preparation PREPARATION	4.00	6.00	_____	_____	_____
	Shaver, Jessica		BT ATTESTATION Review REVIEW	1.00	1.50	_____	_____	_____
	Wood, Brian		BT ATTESTATION Financial Statement FSPREP Preparation	1.00	4.00	_____	_____	_____
	Shaver, Jessica		BT ATTESTATION Financial Statement FSREVIEW Review	1.50	1.25	_____	_____	_____
	Work Queue		BT ATTESTATION Assembly ASSEMBLY		0.00	_____	_____	_____
			BT ATTESTATION Delivery DELIVERY		0.00	_____	_____	_____

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Tom & Kathleen Smith	SMITH	01/31/2012	Preparation of Quarterly Compilation.	11.00	13.50	_____	_____	_____
	Wood, Brian		BT ATTESTATION Assign & Budget ASSIGNBUD	1.50	1.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Client Meetings & CLIENTMEET Discussions	1.50	1.50	_____	_____	_____
	Wood, Brian		BT ATTESTATION Preparation PREPARATION	5.00	5.00	_____	_____	_____
	Cross, Candace		BT ATTESTATION Review REVIEW	1.00	1.00	_____	_____	_____
	Wood, Brian		BT ATTESTATION Financial Statement FSPREP Preparation	1.00	3.00	_____	_____	_____
	Cross, Candace		BT ATTESTATION Financial Statement FSREVIEW Review	1.00	1.00	_____	_____	_____
	Work Queue		BT ATTESTATION Assembly ASSEMBLY		0.00	_____	_____	_____
			BT ATTESTATION Delivery DELIVERY		0.00	_____	_____	_____
Jerald & Elizabeth Brown	BROWNJ	01/16/2012	Preparation on Estimated Tax for Individuals for the period ending January 31, 2012.	1.50	2.25	_____	_____	_____
	Wood, Brian		BT TAX Preparation PREPARATION	1.50	1.50	_____	_____	_____
Crawford's Steak House	CRAWFORD	01/31/2012	Preparation of Monthly Payroll	1.00	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.00	2.00	_____	_____	_____
Crawford's Steak House	CRAWFORD	02/29/2012	Preparation of Monthly Payroll	1.00	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.00	2.00	_____	_____	_____
Crawford's Steak House	CRAWFORD	01/31/2012	Preparation of 1099's for the year ended December 31, 2011.	1.25	2.50	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.25	2.50	_____	_____	_____

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Crawford's Steak House	CRAWFORD	01/20/2012	Preparation of Quarterly Sales & Use Tax Return for the period ended December 31, 2011.	2.50	3.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	2.50	3.00	_____	_____	_____
Crawford's Steak House	CRAWFORD	01/31/2012	Preparation of W-2/W-3 - Wage and Tax Statement for the year ended December 31, 2011.	1.50	2.50	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	2.50	_____	_____	_____
Crawford's Steak House	CRAWFORD	01/31/2012	Preparation of Form 941 - Employer's Quarterly Federal Tax Return.	1.00	2.75	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.00	2.75	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	01/31/2012	Preparation of W-2/W-3 - Wage and Tax Statement for the year ended December 31, 2011.	1.50	3.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	3.00	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	01/31/2012	Preparation of 1099's for the year ended December 31, 2011.	1.25	3.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.25	3.00	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	01/31/2012	Preparation of Monthly Payroll	1.50	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	2.00	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	02/29/2012	Preparation of Monthly Payroll	1.50	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	2.00	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	01/20/2012	Preparation of Quarterly Sales & Use Tax Return for the period ended December 31, 2011.	2.50	2.00	_____	_____	_____

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	Towers, Matt		BT PAYROLL Preparation PREPARATION	2.50	2.00	_____	_____	_____
Ace Advertising Consultants	ACEADVERT	01/31/2012	Preparation of Form 941 - Employer's Quarterly Federal Tax Return.	1.00	2.50	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.00	2.50	_____	_____	_____
Prototype Design	PROTO	01/31/2012	Preparation of W-2/W-3 - Wage and Tax Statement for the year ended December 31, 2011.	1.50	2.75	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	2.75	_____	_____	_____
Prototype Design	PROTO	01/31/2012	Preparation of 1099's for the year ended December 31, 2011.	1.25	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.25	2.00	_____	_____	_____
Prototype Design	PROTO	01/31/2012	Preparation of Monthly Payroll	1.50	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	2.00	_____	_____	_____
Prototype Design	PROTO	02/29/2012	Preparation of Monthly Payroll	1.50	2.50	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.50	2.50	_____	_____	_____
Prototype Design	PROTO	01/20/2012	Preparation of Quarterly Sales & Use Tax Return for the period ended December 31, 2011.	2.50	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	2.50	2.00	_____	_____	_____
Prototype Design	PROTO	01/31/2012	Preparation of Form 941 - Employer's Quarterly Federal Tax Return.	1.00	2.00	_____	_____	_____
	Towers, Matt		BT PAYROLL Preparation PREPARATION	1.00	2.00	_____	_____	_____
Jerald & Elizabeth Brown	BROWNJ	02/10/2012	Preparation of Bi-Weekly Payroll.	1.50	1.25	_____	_____	_____

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	Cross, Candace		BT PAYROLL PREPARATION	1.50	1.25	_____	_____	_____
Jerald & Elizabeth Brown	BROWNJ	02/24/2012	Preparation of Bi-Weekly Payroll.	1.50	1.50	_____	_____	_____
	Cross, Candace		BT PAYROLL PREPARATION	1.50	1.50	_____	_____	_____
Report Totals				79.25	120.00			