

MEMBER UPDATE

Big move for The Business Guides

Article & images courtesy of The Business Guides



Firm owner Sarah Hadlock is the proud owner of this downtown commercial space (beautified with PT Main Street flower baskets).

Your friendly team of small business tax professionals is celebrating its one-year anniversary in a new downtown Port Townsend location. After many years in uptown, The Business Guides now calls 842 Washington Street home, with its tall-ceilinged ground-floor offices tucked away behind Alchemy, near Haller Fountain.

Firm owner Sarah Hadlock, CPA, CEPA, CFP®, purchased the commercial condo with her husband, Justin Lathrop, shortly after she assumed ownership of the now 30-year-old firm.

"We're enjoying all the downtown eateries and amenities and are glad to be welcoming clients back for in-person meetings," says Sarah, noting that virtual meetings are still popular with clientele and are expected to continue. "COVID pushed us to become a more modern firm," she says.

The pandemic was the catalyst for many changes at The Business Guides, including a paperless process for document exchange through a secure online client portal. "When we moved last summer, we moved very little paper," says client liaison Kim Collier. "We're file cabinet-free!" quips administrative assistant Christine Jacobson, Kim's partner at the front desk (and the Craigslist-savvy team member who sold the 400-pound cabinet that came with the condo).



The Business Guides' team at their new home: (seated) Shelly Randall, Sarah Hadlock, Megan Eisenman, (standing) Christine Jacobson, Lucianne Pugh and Kim Collier.

Summer marks the beginning of The Business Guides' internal "tax year." On July 1st, the firm begins a 12-month cycle of client services that includes tax planning before the end of the calendar year, then tax return preparation in the spring of the next year.

"So now is a great time to come onboard for Tax Year 2023," says education director and business advisor Shelly Randall. Interested clients are invited to visit the Work With Us page of the website and submit the Quick Questionnaire to request a complimentary consultation with Shelly. "I love to chat with business owners who are looking to grow their advisory team and take their business to the next level," she says.

The Business Guides provides much more than the tax returns for businesses and their owners. What sets it apart from other tax firms is its focus on tax planning. "We give you options for optimizing your tax situation before the year is over," says accountant Lucianne Pugh.

Clients provide year-to-date financials and estimates for the remaining months of the year, and the team creates a draft tax return to show the impact of changes to payroll, retirement plan contributions, and

big purchases, among other factors.

"Tax planning also helps S-Corp owners dial in their year-end payroll and withholding," says Megan Eisenman, the team's newest tax preparer, who joined in January 2022.

"It helps to prevent a surprise tax bill in the spring. This is truly one of the most valuable services we provide."

S-Corporations make up the majority of The Business Guides' clients, but Partnerships and Sole Proprietors who are looking to scale and grow into the tax-efficient S-Corp model are welcome. ■



The Business Guides
842 Washington St, Suite 104
Port Townsend
360-385-6961
thebusinessguides.com



Christine Jacobson and Kim Collier greet clients in the lobby of the new downtown office



Need a plan? Advisors Shelly Randall and Sarah Hadlock enjoy tax planning and personal financial planning for clients.



Megan Eisenman is the newest member of The Business Guides' tax team.