

Outsource your Administration Requirements To TEdec

Let TEdec work for you!

FACT SHEET

1. HOW YOUR FIRM BENEFITS:

- 1.1 **Eliminate** frustration, tedium and mistakes → Let our professional team take a load off your desk!
- 1.2 **TEdec will provide for you:**
 - Court Inventories
 - Accountings - Formal or Informal
 - All compliant with the official forms for: NY, NC, FL, CA & National Fiduciary Accounting Standard.
- 1.3 TEdec bills the estate or trust - not your firm (unless you designate otherwise).
- 1.4 **Our Objective** is to provide you with on-time, quality reports at an affordable cost to your client.
*See our **testimonials** → Satisfied clients are our best advertising!*

2. HOW OUTSOURCING WORKS:

- 2.1 Coordinate with your client to deliver to TEdec copies of documentation for all assets, income and expenses for the entity (estate/trust/guardianship/POA).
- 2.2 Our professional team will input the data.
- 2.3 Then, either: (a) TEdec will zip you a file via the internet to download on the TEdec System at your location and then you can print the documents with or without assistance from TEdec; or (b) TEdec will prepare the documents for you.
- 2.4 TEdec bills the entity (estate/trust/guardianship/POA) based upon a pre-arranged fee or an hourly rate, whichever fits your specific situation. We will provide an [engagement letter](#) by e-mail for each entity for which we do service work, which [engagement letter](#) will describe the engagement and the manner of completing the reports (i.e. accountings, tax returns, etc.) for you.

Protect yourself and your clients from the landmines of the Leogrande Case (821 NYS 2d 862).

Increase your office productivity and profitability!

Outsource your T&E administration requirements to TEdec.

www.tedec.com

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