

Fees and Service Charges 2018

Valid from 1 April 2018

All fees and charges are exclusive of GST

Organisations with Turnover of less than \$ 10,000

General Accounting Services	Free
Audit	\$ 125
Annual Subscription and Phone Support	Free

Organisations with Turnover of \$ 10,000 to less than \$ 103,000

General Accounting Services (Other than phone support)	\$ 34
Audit	0.4 % of Turnover Minimum: \$125
Annual Subscription and Phone Support	\$ 53

Organisations with Turnover of \$ 103,000 to less than \$ 150,000

General Accounting Services (hourly rate)	\$ 34
Audit	0.4 % of Turnover
Annual Subscription and Phone Support	\$ 105

Organisations with Turnover of \$ 150,000 or more

All services on hourly rate (\$68) – no subscription.

Payroll Management (up to five employees)

Per pay period per employee	\$ 3
Per PAYE return	\$ 10
More than five employees	Please enquire

Ongoing Bookkeeping Services

Flat monthly fee by negotiation **or**
Hourly rate of \$34 or \$68

General Accounting Services

We can come to you on request to assist you with any questions you may have. This includes questions around your software (MYOB, XERO, Excel and others), such as how to enter specific transactions etc.

We can do GST returns or compile financial statements to your specifications where required. At all times we will let you know exactly what we are doing, and all entries will be made on your system so you have the correct information and figures at all times.

We can give advice on your financial systems, help you implement an effective system and draw up financial reports for your Board.

Simply talk to us about your needs.

Audit

Details about our audit process are on our web site.

Annual Subscription

Our annual subscription gives you access to phone and email support from us throughout the year. Just want to clarify something while entering a transaction? Simply pick up that receiver and we'll help, if it can be done over the phone.

It also includes our e-newsletter.

If you are using our spreadsheets the subscription includes full support, including preparing the spreadsheet for a new financial year.

Ongoing Bookkeeping Services

We can do your day-to-day coding and accounting, including grant tracking, for you. You will receive easy-to-understand monthly reports detailing income and expenditure for the month, the previous month and the year to date, as well as any other financial reports you may require for committee or Board meetings.