

Client Name: _____

Please tick which services you would like us to do.

Type of Service	Frequency	Price on 1 July 2020	Yes v
Consulting & Advisory service			
This is based on the rates of the consultants, CA(SA)- R1600 per hour, Supervisor, (B Comm graduate) (450 p/h), Consultants (R100 to R350 p/h).			
Accounting & Bookkeeping Service			
Monthly Accounting fees- (Fee will increase if number of transactions increase)	Monthly	R2500	
Preparation of Financial Statements	Annual	R2500	
Taxation services			
Tax Registration	Once-off	R850	
E-Filing Registration	Once-off	R500	
Value added Tax (VAT) Registration (Business)	Once-off	R3750	
Bi-monthly VAT Returns	Bi-monthly	R1000	
Liaise with SARS on queries	Per Hour	R500	
Submission of Company Tax Return	Annual	R2650	
Individual Tax Return- R2000 minimum	Per hour	R500	
Provisional Tax submission (for Company & directors)	Biannually	R690	
Tax Clearance Certificate	Annual	R450	
Turnover Tax Registration	Once -Off	R2000	
Employer Registration and Payroll services			
Payroll administration- R850 per month (maximum 5 employees)	Monthly	R850	
PAYE/UIF registration	Once	R1300	
PAYE/UIF submission	Monthly	R380	
EMP 501 submission -August and February	Bi-Annually	R2000	
Compensation fund COIDA services			
Apply for a letter of good standing	Once	R750	
Registration	Once	R1280	
Filing return of earnings	Annual	R450	
Company Registration & Compliance (CIPC)			
Registration of a new company	Once-off	R1200	
Annual Duty Submission to CIPC	Annual	R750	
Convert AFS to IBRL for submission	Annual	R1800	