

Needham Accountancy Limited

221 Hatfield Road, St Albans, Hertfordshire AL1 4TB

Tel: 01727 867130 Mob: 07436 802761 Fax: 01727 220388

E-mail: liz@needhamaccountancy.com Website: www.needhamaccountancy.co.uk

A GUIDE TO OUR FEES

Accounts Production

This fee will be set in accordance with the size of your business and will be a fixed fee that will be advised to you following an assessment of the work involved.

Taxation

VAT	Part of our bookkeeping service at £17.50 per hour
PAYE/NI	Part of our bookkeeping service at £17.50 per hour
Corporation Tax	Part of our end of year Accounts Production and will be included in our fixed fee

Bookkeeping

Standard £26.00 per hour for the first 3 hours
£17.50 per hour thereafter

Charities/non-profit making £14.00 per hour

Startups and new business £15.50 per hour

Payroll

<u>Process Period</u>	<u>First Employee</u>	<u>Each Additional employee</u>	<u>Sample Cost for 4 employees</u>
Weekly	£2.50	£0.50	£4.00
2-weekly	£2.50	£0.50	£4.00
4-weekly	£2.50	£0.50	£4.00
Monthly	£2.50	£0.50	£4.00
End of year	£22.50	£1.50	£27.00