

PRICE LIST FOR ACCOUNTING SERVICES

Name of service	Fee, €
1. Accounting of an invoice or other transaction	1,50 € / per document.
2. Accounting of an employee	15,00 € / per employee and month..
3. Accounting of bailiff's order for an employee	10 € / per unit.
4. Change of already submitted declaration*	10 € / per unit.
5. Recalculation of a salary for an employee	15 € per employee.
6. Accounting of bank and cash documents	Hourly fee is applied.
7. Forming and submission of Annual, quarterly or other non-periodic declarations, statements, reports and forms	Hourly fee is applied.
8. Hourly fee (for tasks not covered by per unit fee)	25 € / hour.
9. Debt reconciliation at the end of year	Hourly fee is applied
10. Preparation of manual reports	Hourly fee is applied
11. Preparing bank payments in the internet bank	Hourly fee is applied
12. Other tasks not explicitly described in this agreement.	Hourly fee is applied.
13. Lowest monthly fee	120,00 € /month.

Fees are without VAT.

* – The following services included into the fees listed above: Monthly declarations of Tax office: VAT and PIT tax, and monthly reports of salary once per month. Other declarations non included here are charged by hourly fee.

1. This document is a part of agreement.
2. This price list is valid from 2020.04.20.
3. The price list may be changed informing the Client three months in advance.