



Account Management Price List

Effective from 1 July 2022 to 30 June 2023

Transactions Number	Excl. GST
Up to 100 transactions per month	\$290
Up to 200 transactions per month	\$450
Up to 400 transactions per month	\$790

Account management will be conducted on behalf of your business to ensure that all financial information is up to date, based on online accounting software.

This includes:

- * Monthly reconciliation of bank and credit card statements
 - * Monthly reconciliation accounts receivable and accounts payable
- Paperless Payables - Supplier invoices and receipts imported via online software.
- * Debtor reminders
 - * Maintain data feeds into your accounting software files
- Troubleshooting & support.

Note:

- * Requires an active accounting software subscription.
- * Additional transactions in excess of the included allowance are charged at an additional cost of \$90 per hour plus GST.



Payroll Service Price List

Effective from 1 July 2022 to 30 June 2023

Payroll services	Excl. GST
Fortnightly Payroll (Up to 10 employees)	\$240
Fortnightly Payroll (Up to 15 employees)	\$380
Fortnightly Payroll (Up to 20 employees)	\$750

Service includes:

- *Processing of periodic wages by using a payroll software
- *Apply stapled superannuation fund account for your employees
- *Calculate superannuation for employees if applicable
- *Calculate and track accrued vacation and sick time or other benefits
- *Provide direct deposit file for you processing bank bulk pay
- *Online access/emailing employees' payslips
- *Preparation of Annual PAYG Payment Summaries (for the year ended)
- *Preparation of Annual WorkCover estimates and lodgement
- *Lodging year-end report through the ATO portal

Note:

- *This service specifically excludes payroll tax reconciliations and lodgement
- *This service specifically excludes WorkCover registration
- *Additional transactions in excess of the included allowance are charged at an additional cost of \$90 per hour plus GST.