



Account Management Price List

Effective from 1 July 2024 to 30 June 2025

Transactions Number	Excl. GST
Up to 100 transactions per month	\$350
Up to 200 transactions per month	\$540
Up to 400 transactions per month	\$950

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 \$115 per hour plus GST.



Payroll Service Price List

Effective from 1 July 2024 to 30 June 2025

Payroll services	Excl. GST
Fortnightly Payroll (Up to 10 employees)	\$270
Fortnightly Payroll (Up to 15 employees)	\$400
Fortnightly Payroll (Up to 20 employees)	\$535

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
- *Finalise year-end payroll and submission to ATO
- *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 \$115 per hour plus GST.