



# Income Made Smart



# LIMITED COMPANY INDIVIDUAL SERVICES AND FEES GUIDE

## LIMITED COMPANY - INDIVIDUAL FEES LIST

• Self Assessment (Personal Tax Return)	£ 150.00
• Formation and set up of Limited Company	£ 100.00
• Same day formation	£ 25.00
• Original certificate of Incorporation	£ 15.00
• Assistance with opening a business bank account	£ 25.00
• Changes to Company Officers & Shareholding after set-up (per change)	£ 25.00
• 64-8 (Acting as your Company Agent)	£ 75.00
• Bookkeeping (Dependant on Volumes)	£ 50.00
• Annual Shuttle Return	£ 25.00
• Visa documentation (Certified invoices & payslips, Statement of Earnings)	£ 250.00
• Registration of PAYE scheme, PAYE/NI Calculation	£ 200.00
• Preparation and filing of PAYE Returns (P60, P35, P14, P11d)	£ 240.00
• Invoicing	£ 120.00
• Pay calculations	£ 120.00
• Payslips & Dividend Vouchers (PDV)	£ 120.00
• Payroll	£ 660.00
• Statutory payments e.g. HMRC	£ 120.00
• Registered Office service	£ 250.00
• Annual Accounts incl. CT600 return & all statutory documents to HMRC & Companies House	£ 550.00
• Quarterly Consultation (£150 per session)	£ 600.00
• Quarterly Management Accounts	£ 400.00
• Accountant Reference letter (Visas, Mortgages, Tenancy)	£ 50.00
• Dormant Accounts and Corporation Tax Return to HMRC and Companies House Form DCA (Dormant Company Accounts)	£ 150.00
• Tax and company administration advice (per hour depending on advisor)	£ 50.00 - £ 200.00

## VAT & FLAT RATE SCHEME - INDIVIDUAL FEES LIST

• VAT registration (one off)	£ 100.00
• Flat Rate Scheme VAT registration (one off)	£ 100.00
• VAT returns (£75 per quarterly return)	£ 75.00

## IMPORTANT NOTES ON VAT & FRS

- Registration for VAT is optional, however we recommend registration to benefit from the Flat Rate Scheme.
- The Flat Rate Scheme is an incentive provided by government allowing you to pay VAT as a fixed percentage of your VAT inclusive turnover. The actual percentage you use depends on your type of business.
- Businesses with a turnover greater than £73,000 are obligated by HM Revenue & Customs to be VAT registered and may automatically be in a position to register and benefit from the Flat Rate Scheme.
- Businesses with an income of greater than £150,000 may not register for the Flat Rate Scheme.
- Once off registration fees for VAT and the Flat Rate Scheme will be requested on completion of first VAT return.
- Fees for quarterly VAT returns will be invoiced on completion of each return.

Prices are quoted in Sterling and are excl. of VAT

\* Prices without bookkeeping subject to individual pricing to be agreed with client before commencement of work