



Income Made Smart



PARTNERSHIP SERVICES AND FEES GUIDE

ALL THE PARTNERSHIP REQUIREMENTS AND PARTNERSHIP TAX RETURNS, AS LISTED BELOW, ARE SERVICED FOR A WEEKLY FEE OF £50 PLUS VAT

- Formation and set up of basic Partnership
- Self Assessment (Partners' Individual Tax Returns)
- Assistance with opening a business bank account
- 64-8 (Acting as the Partnership's Agent)
- Tax and Partnership administration advice
- Accountant Reference letter (Visas, Mortgages, Tenancy)
- Registration of PAYE scheme, PAYE/NI Calculation
- Preparation and filing of PAYE Returns (P60, P35, P14, P11's) and supplementary pages (SA104)
- Invoicing
- Payroll
- Partnership Return (SA800)

IMPORTANT NOTES ON PARTNERSHIP FEES

- Fees are quoted at a fixed weekly rate to assist the Partnership's cash flow and are inclusive of all services listed in the table. There are no hidden costs and the fees apply throughout the year.
- If termination of Accounting and Payroll services occurs before 20 weeks, we do not undertake the preparation of Partnership Return (SA800) or further services after such time. Partnerships who terminate before 20 weeks and want Partnership Returns prepared may request this at a fee.
- Fees are inclusive of outsourced services unless otherwise indicated.

PARTNERSHIP FEES FOR INDIVIDUAL SERVICES

• Individual Self Assessment (Personal Tax Return)	£ 150.00	• Tax and Partnership administration advice	£ 200.00
• Formation and set up of Limited Liability Partnership	£ 100.00	• Accountant Reference letter (Visas, Mortgages, Tenancy)	£ 50.00
• Assistance with opening a business bank account	£ 25.00	• Registration of PAYE scheme, PAYE/NI Calculation	£ 200.00
• 64-8 (Acting as the Partnership's Agent)	£ 75.00	• Preparation and filing of PAYE Returns (P60, P35, P14, P11d)	£ 240.00
• Annual Accounts incl. return & all statutory documents to HMRC & Companies *	£ 550.00	• Invoicing	£ 120.00
		• Payroll	£ 660.00

VAT & FLAT RATE SCHEME FEES

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

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

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.