



# KHL Accountancy

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## FIXED FEES FROM 1ST APRIL 2010

### ANNUAL ACCOUNTS

Sole trader accounts and self assessment tax return	£275.00
Partnership accounts and self assessment tax returns	£350.00
One-person limited company <i>(the core service - includes a full set of shareholder accounts, abbreviated accounts for Companies House, Corporation tax return, dividend/personal tax review in February prior to tax year end and the directors personal self assessment tax return)</i>	£450.00
Two person limited company <i>core service as above plus dividend/personal tax review and personal self assessment for second director</i>	(includes) £675.00
Start up companies <i>(SPECIAL DISCOUNT OFFER includes core service as above with FREE company formation, plus registration with HMRC, PAYE scheme registration and VAT registration/transfer)</i>	
<b>1 person limited company</b>	£500.00
<b>2 person limited company</b>	£700.00

### ACCOUNTING SERVICES

Bookkeeping e.g. 40 transactions per month <i>(includes preparation of VAT returns)</i>	£50.00 per month
PAYE scheme registration <i>(Includes the use of our address for HMRC correspondence) - one off cost</i>	£25.00
Payroll <i>(Includes monthly payslips, year end PAYE returns [P35, P14, P60])</i>	£240.00
VAT registration <i>(one off cost)</i>	£50.00
VAT return <i>(per return if we do not do the book-keeping)</i>	£20.00
Sage training	£15.00 per hour

### ADDITIONAL SERVICES FOR LIMITED COMPANIES

Company formation <i>(includes purchase of company and registration with HMRC)</i>	£50.00
Company secretary <i>(includes filing companies house forms and returns)</i>	£50.00 per annum
Registered office <i>(includes mail forwarding)</i>	£50.00 per annum
Company secretary and Registered office <i>(Combined)</i>	£75.00 per annum

### BUSINESS PLANNING AND BESPOKE SPREADSHEET DESIGNING

5 year business plan <i>(detailed plan including sales and marketing plan, loan application documents, SWOT analysis, valuation, investment offering, use of funds, complete detailed financial budgets, executive summary, web plan, market analysis, strategies, management summary and much more)</i>	£475.00
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Excel spreadsheets *(including macros - designed for your business)* POA

Please note that some fees depend on the complexity of the business and the volume of transactions. The above are typical fees. This fee guide is effective from 1st April 2010.

### VALUE FOR MONEY

We are based in rural Sussex close to Worthing and Crawley, so you are not paying for expensive city centre offices. We have clients all over the UK and some in the USA, and the majority of our business is conducted via email and electronically, thereby maximising efficiency and flexibility whilst minimising costs to you and the environment.