



# Owl Accounts Retainer Rates

## Basic Bookkeeping

Price **R4200 p/month**  
Included

Suitable for growing businesses requiring ongoing bookkeeping support.

- Bank transaction allocations
- Data capturing & categorisation
- Monthly income & expense reporting
- Monthly cash-flow overview

## Advanced Bookkeeping

Price **R6200 p/month**  
Includes:

Recommended for medium-sized businesses requiring regular tax and financial updates.

- Everything in Basic, plus:
  - Supplier & customer reconciliations
  - VAT reviews and Submission
  - Monthly financial summaries



*Comprehensive monthly management reporting, including detailed P&L analysis, financial reports, loan reconciliations, and tailored management reports.*

Clients who choose any of the monthly retainer packages receive 1 consultation sessions per month at no additional cost.

*"The only way to do great work is to love what you do" ❤️*

Best for businesses needing comprehensive financial oversight and payroll services.

## Payroll Assistance Only

Price **R350p/Employee**  
Includes:

- Payroll processing
- Payslip preparation
- Leave tracking assistance
- Payroll reports

### Note:

Pricing is based on transaction volume, number of bank accounts, VAT requirements, payroll size, and overall complexity of work.

2.All adjustments to pricing will be communicated prior to work commencing.

3.Accurate time tracking will ensure transparency for all billed hours.

📞 0660412205

✉ chane@theorganizingowl.co.za

📍 George/Remote Based

<https://theorganizingowl.co.za/>



# Owl Accounts Hourly Rates

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## Add-On Services

VAT201

**R450p / Submission**

Comprehensive VAT file review and submission, ensuring accuracy and compliance with SARS regulations.

Income Tax **From R985-1885**  
Submission **p / Submission**

Business or Personal Income Tax  
Submission.

SARS Audits **R450p / Hr**

Detailed review of VAT/Income Tax, etc submissions to ensure accuracy and compliance with SARS regulations. including reconciliation of invoices and receipts Submit VAT Audit documents.

EMP201  
Returns **R450p / Submission**

Monthly submission of payroll taxes, including PAYE, UIF, and SDL, to SARS.

Annual Financial  
Preparation **R8500 Per / FY**

Includes:

- Year-end bookkeeping review
- Trial balance preparation
- Supporting schedules
- Preparing records for accountant review and signature

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## Financial Review Services

### Standard Review R400p/Hr

- Review of bank allocations
- Ensure VAT is correctly applied
- Quick summary of findings

### Comprehensive R450p/Hr

- Bank allocations
- Supplier & customer statements
- VAT checks and reconciliation
- Report emailed to client with insights & flagged concerns where applicable

## Monthly Retainer Packages

### Standard R2000 p/month

Great for small businesses wanting consistent support.

**Includes:**

- Unlimited support (within fair use\*)
- Review of bank allocations
- VAT accuracy checks
- Monthly summary reports
- Email/WhatsApp access for queries

### Advanced R2800 p/month

For businesses with supplier/customer statements and more volume.

Includes everything in Standard, plus:  
Supplier & customer reconciliation

**Unlimited support covers fair usage within the scope of agreed services — not full bookkeeping or accounting rebuilds.**

**If you require fewer services or a more tailored package, feel free to email your needs for a custom quote.**

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