



Owl Accounts Retainer Rates

Basic Bookkeeping

Price **R3500 p/month**
Included

Ideal for small businesses or individuals with straightforward financial needs.

- Data entry, invoice capturing, income/expense reports, and cash-flow & income statements.

Advanced Bookkeeping

Price **R5500 p/month**
Included

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

- Includes all services in the Basic Package.
- Tax preparation (EMP201 & VAT201) and ongoing compliance support.

Premium Bookkeeping

Price **R7500/month**
Included

- Includes all services in the Advanced Package.
- Payroll management for up to 10 employees.
- Cost Management & Budgeting: Budget creation, analysis, and tracking.

"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 **R2000p/month**
Included

- payroll for up to 10 employees, including payslip preparation, salary calculations, and compliance with statutory deductions
- Additional employees: R200 per employee per month.

Note:

- 1.Rates are subject to change if the scope of work significantly deviates from the initial agreement or if tasks are more complex than initially disclosed.
- 2.All adjustments to pricing will be communicated prior to work commencing.
- 3.Accurate time tracking will ensure transparency for all billed hours.

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Owl Accounts Hourly Rates

Add-On Services

Business Tax Filing **R400p/Hr** (Bookkeeping by Us)

- Filing business tax returns, leveraging records we maintain to ensure accuracy and adherence to SARS regulations.
- VAT File Review Prep

Business Tax Filing (Client Figures) **R420p/Hr**

- Filing business tax returns using client-provided figures, with added review to minimize errors and risks.

VAT Audits **R350p/Hr**

- Detailed review of VAT submissions to ensure accuracy and compliance with SARS regulations.
- including reconciliation of invoices and receipts
- Submit VAT Audit documents.

EMP201 Returns **R150p/Hr**

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

General Administration **R200p/Hr**

- Tasks include data entry, document preparation (formatting and filing), managing client communications (emails and follow-ups), and scheduling appointments.

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