

Schedule of Hourly Service Fees

Service Item	Rates	Unit	Service Provider Role	Descriptions
Administrative Services - Remote	\$50.00	Hour	Accounting Service Bookkeeper	Document updates and Maintenance, Data entry
Bookkeeping Services - Remote	\$65.00	Hour	Accounting Service Bookkeeper Senior Account Coordinator	Remote bookkeeping, payroll services
Cloud Integration - Remote	\$90.00	Hour	Accounting Service Consultant or Senior Account Coordinator	App advisory, implementation,
Training/Consulting – Online Meeting	\$90.00	Hour	Accounting Service Consultant or Senior Account Coordinator	Software training, bookkeeping, consulting
Business Advisory - Online Meeting	\$120.00	Hour	Accounting Service Consultant	Financial reporting, cashflow analytics, budgeting & forecasting, business accounting process review and automations
Training/Consulting - Onsite	\$120.00	Hour	Accounting Service Consultant	Minimum charge of \$240. Extra travel allowance might be applicable
Project Management	\$160.00	Hour	Accounting Service Consultant	Supervising cloud software implementation or migration with multiple stakeholders

Schedule of Lodgement Service Fees

Service Item	Rate	Unit	Service Provider Role	Descriptions
State Payroll Tax (all States)	\$150	Per Lodgement	Senior Account Coordinator	State payroll tax is a tax imposed by state or territory governments on businesses that pay wages above a certain threshold. It is calculated based on the total wages paid by an employer and varies depending on the state or territory in which the business operates.
NSW Portable Long Service Leave Corp	\$120	Per Lodgement	Senior Account Coordinator	Prepare and submit payment information to a Portable Long Service Scheme, which allows workers in specific industries (such as construction, cleaning, and community services) to accumulate long service benefits even if they change employers within the same industry.
Taxable Payment Annual Reporting (TPAR)	\$120	Per Lodgement	Senior Account Coordinator	It is a reporting requirement in Australia where businesses must report payments made to contractors for certain services to the Australian Taxation Office (ATO). It helps the ATO track undeclared income by contractors.
Super Guarantee Charge Statement	\$120	Per Lodgement	Senior Account Coordinator	Reporting to superannuation information that were failed to meet the superannuation guarantee obligations
Instalment Activity Statement	\$90	Per Lodgement	Senior Account Coordinator	Prepare and Lodge Monthly Tax obligation such as PAYG Withholding to ATO
Business Activity Statement	\$240	Per Lodgement	Senior Account Coordinator	Prepare and Lodge BAS Tax obligation such as GST, PAYG Withholding and etc to ATO

*This is only for the lodgement service fee when the information is ready to lodge, extra service fees will apply to fix discrepancies and bring accounts with up-to-date information.

Schedule of ASIC & Other Registration Service Fees

Service Item	Rates	Unit	Descriptions
ASIC Annual Service Fee Package	\$180.00	Per Year	ASIC Statement Retrieval, Solvency Resolution Preparation, Annual Update
ASIC Appointment & Cessation of Officeholders	\$220.00	Per Lodgement	
ASIC Issue & Cancellation of Shares	\$220.00	Per Lodgement	
ASIC Share Transfers	\$220.00	Per Lodgement	
ASIC Application for Deregistration of a Company	\$500.00	Per Lodgement	
ASIC Change of Company Name	\$160.00	Per Lodgement	
ASIC Reserve a Company Name	\$90.00	Per Lodgement	
Business Name Registration	\$150.00	Per Lodgement	
Business Name Transfer	\$250.00	Per Lodgement	
Business Name Renewal	\$90.00	Per Lodgement	
Cancellation or Changes to GST, PAYG Withholding and ABN	\$90.00	Per Lodgement	

*ASIC fees are not included.