

# POLLOCK PARTNERS PRICE LIST as at 1 July 2020

Below is a schedule of indicated prices based on standard charge-out rates and average completion times. In recognition of the ongoing financial climate, we have kept most of our fees at the same level as last year.

**Please note that this is a guide only and cannot be used as a quoted fee. Unless otherwise stated, these prices include GST.**

<b>PREPARATION OF INDIVIDUAL TAX RETURNS</b>	
<b>Individual Returns</b> – Minimum fee for electronic lodgment	\$160 + hourly rate
<b>Individual with Rental Property</b> - Minimum fee for electronic lodgment	\$260 + hourly rate
<b>PREPARATION OF BUSINESS TAX RETURNS</b>	
<b>Sole Trader Returns</b> – Minimum fee for electronic lodgment	\$275 + hourly rate
<b>Partnership Returns</b> – Minimum fee for electronic lodgment	\$350 + hourly rate
<b>Company Returns</b> - Minimum fee for electronic lodgment	\$350 + hourly rate
<b>Trust Returns</b> - Minimum fee for electronic lodgment	\$350 + hourly rate
<b>Superannuation Returns</b> - Minimum fee for electronic lodgment	\$440 + hourly rate
<b>Annual Superannuation Supervisory Levy Fee charged by ATO</b>	\$259 per annum
<b>Non-lodgment notification advice to ATO (Return Not Necessary)</b>	\$120 per advice
<b>PREPARATION OF BUSINESS ACTIVITY STATEMENTS</b>	
<b>Business Activity Statements (BAS)</b> - Minimum fee for electronic lodgment	\$120 + hourly rate

## **IMPORTANT:**

- ❖ A lodgment fee applies to all Tax Returns and Activity Statements lodged. The fee reflects the cost of preparing, checking, lodging and processing a return or statement. Any additional costs for accounting, compilation, bookkeeping etc, will be based on an hourly rate as outlined above.
- ❖ The minimum fee to complete a quarterly BAS is \$292.50. This includes the lodgment fee, 1 hour bookkeeping and ½ an hour for a consultant to check the BAS. This fee reflects the minimum amount of work we believe is required to complete a BAS to Tax Office standards.
- ❖ Your fee will be calculated according to our fee schedule and will be due and payable once the work has been completed. In some instances we will require full or part-payment before commencing work. Once the work has been completed, **fees are not negotiable** unless you have been given a written quote prior to the work being completed and this quote is less than the final calculation. **We do not provide verbal quotes** for any work, although we may provide an estimate.
- ❖ There is no need to make an appointment to have your tax return completed unless you require some advice or need to go through some aspect of your return. Any appointment will be billed separately to the tax return preparation fees.
- ❖ Additional fees will be payable if work is required to be completed outside normal business hours (e.g. financial statements needed within 48 hours).

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<b>MISCELLANEOUS SERVICES</b>	
<b>Establishment of:</b>	
Company	\$1,290
Discretionary Trust	\$1,100
Unit Trust	From \$1,200
Hybrid Discretionary Trust	From \$1,650
<b>NOTE: All set-ups include stamp duty, registration of ABN, Tax File Number and GST applications if applicable and up to 1 hour of consultation and advice regarding your new structure.</b>	
<b>COMPANY / TRUST SECRETARIAL SERVICES</b>	
Holding of company register	\$77 per annum
Change to Registered or Business Address of Company	\$154
Preparation of standard company minutes	\$154
Change to Officeholder Details	\$154 (per change)
Change to Shareholdings	From \$250
Change of Trustee/Appointor of Trust	From \$250
Variation of Trust Deed	From \$250
Voluntary Deregistration of Company (includes fees payable to ASIC)	From \$350
Annual Review Fee (paid to ASIC)	\$273
Annual Review Fee – SMSF Trustee only (paid to ASIC)	\$55
<b>NOTE: The above corporate secretarial fees are a guide only and prices are subject to change.</b>	
Fee From Refund Handling Fee	\$35 per refund
Fringe Benefits Tax Return	\$350 + hourly rate
ABN Registration	From \$175
PAYG Variation	\$175 + hourly rate
Business Name Registration Application	From \$175
QBCC (BSA) Licence - Initial Application	\$550 + hourly rate
QBCC (BSA) Licence – MRF Report	\$350 + hourly rate
Third Party Information Request	\$145 + hourly rate
Preparation of Financial Reports	From \$350 per report
Initial Business / Advice Consultation	\$295 per hour
Bookkeeping / Admin (hourly rate)	\$85 per hour
Accountant (hourly rate)	\$175 per hour
Senior Accountant (hourly rate)	\$295 per hour

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