

# Tax and Bookkeeping Amasevisi (Pty) Ltd

Registration No 2018 / 384678 / 07  
75 Black Street, Parkdene, Boksburg 1459  
Contact Details: +27 11 917 5300 | Admin@tbamasevisi.co.za



## FEE STRUCTURE 2019

### ACCOUNTING

<b>Financials</b>	Annual Statements - Companies	per quote
	Annual Statements - CC	per quote
	Annual Statements - Sole proprietors	per quote
	Annual Statements - Trusts	per quote

### BOOKKEEPING

<b>EMP 201 Monthly PAYE returns</b>	Return Filed	R 248,00
	Preparation Time: Per Hour	R 278,00
	Payslips: 0 - 10 Employees	R 145,00
	Payslips: 11 - 30 Employees	R 133,00
	Payslips: 31+ Employees	R 121,00
	Salary Structure: Per Hour	R 278,00
	Letter Of Earnings	R 181,00
	Re-sending of Payslips	R 60,00
<b>VAT 201 Bi-Monthly VAT returns</b>	Return Filed	R 248,00
	Pastel Processing: Per Hour	R 278,00
	Invoices	R 145,00
	SARS Audit on Refund : Per Hour	R 278,00
	Management Accounts per quote	R 278,00
<b>Provisionals Annual returns (All entities)</b>	1st Provisional	R 296,00
	2nd Provisional	R 296,00
	Annual Submission IT14	R 990,00
	Trusts ITR12TR	R 990,00
<b>EMP 501 Employers Recons</b>	BI - Annual Reconciliation	R 690,00
	Annual Reconciliation	R 690,00
	Easy-file Submission: Per Hour	R 278,00
	IRP5 / IT3a Certificate per Employee	R 145,00
<b>SARS Statutory  Forms</b>	Tax Clearance Certificate - Business	R 466,00
	Registrations - PAYE, SDL, Income Tax	R 990,00
	Registrations - VAT	R 1 155,00
	Registration - CUSTOMS (exclude preparation time)	R 990,00
	Deregistration - VAT, PAYE, Income Tax	R 484,00
	ADR 1 / ADR 2 (Alternative Dispute Resolution)	R 660,00
	NOO1 (Notice of Objection)	R 490,00
	NOA (Notice of Appeal)	R 655,00
	Onbudsman	R 880,00
<b>BBBEE</b>	BBBEE Letters for Under R5 Million Turnover per Annum	R 786,00
<b>CIPC Companies and Intellectual Property Commission</b>	Registration - Companies	R 3 025,00
	Registration - Non Profit Organization	R 1 815,00
	De-registration - Companies	R 484,00
	Amendments on MOI (Memorandum of Incorporation)	R 363,00
	Share certificate	R 1 150,00
	Annual Return	T.B.A
<b>Bargaining Council</b>	Registration	R 2 662,00
<b>Labour</b>	WCA - Registration (Workmans Compensation Act)	R 825,00
	WCA - Annual Return (Workmans Compensation Act)	R 696,00
	Letter of Goodstanding	R 495,00
	U-FILING Registration	R 880,00
	U-FILING - Monthly Return	R 296,00

### LABOUR LAW SERVICES

<b>IRHR Labour Professional Services</b>  <b>(Industrial Relationships and Human Resources)</b>	BBBEE CERTIFICATES ABOVE R5 MILLION	per quote
	Company Policies & Procedures	per quote
	Statutory Compliance	per quote
	Chair & Assist Disciplinary Hearings & Grievances	per quote
	Forensic Investigations	per quote
	CCMA & Bargaining Council Hearings	per quote
	All Labour Related Disputes	per quote

### CONTRACT PAYROLL SERVICES

	Invoices, Fee Slips IRP5 Certificates	per quote
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### TAX SERVICES

<b>Taxation</b>	Basic Administration fee for completion of Annual Tax Return (IT12)	R	496,00
	Dividends declaration	R	248,00
	Rental/ Income and Expense Schedules	R	495,00
	Telephonic e-filing assistance	R	303,00
	Preparation time for TAX done per hour	R	278,00
	Tax Clearance Certificate - Individual	R	466,00
	Tax Clearance Certificate - Foreign investments	R	575,00
	Tax Clearance Certificate for foreign immigrants	R	665,00
	Tax Directive applications - Individual	R	345,00
	Application Deferred Payment and assisting in completion of documents	R	333,00
	Voluntary Tax Calculation	R	786,00
	Miscellaneous fees per hour	R	278,00

### WILLS, TRUSTS AND ESTATES

<b>Consultations:</b>	Appointment at JFC office (Consultation and all related correspondence)	R	450,00
	Appointment at clients premises (Consultation and all related correspondence)	R	605,00
<b>Wills</b>	Amendments after 1 year of signing (at JFC premises)	R	339,00
	Amendments after 1 year of signing (at clients premises)	R	450,00
<b>Trusts</b>	Drafting & Registration	R	5 445,00
<b>Deceased Estates</b>	3,5% of the entire estate		
<b>Drafting Agreements</b>	Per page including consultation (minimum of R650)	R	242,00

*These fees will be effective 1st May 2019*