

SCHEDULE OF FEES

2024 FY

Our schedule of fees show **starting prices only**, final invoices may differ based on the complexity of the services provided. Costs listed below are based on the assumption that the information received is organised and complete. Should the documentation provided to us not meet this criteria, additional charges may apply. We will endeavour to advise of such charges as soon as we are able to quantify the additional time costs required to complete the assignment.

Individual Clients	Starting Price (excl GST)
Basic return with minimal deductions (<i>up to 10 deductions</i>)	\$285.00
Complex return (extensive work related deductions)	\$400.00
Complex return (extensive share portfolio)	\$565.00
Amendment return basic	\$240.00
NIL return lodgement	\$100.00
Additional Costs	
Rental Property	
- Per existing property	\$175.00
- Shared ownership of rental property	\$55.00 per shared return
- First year or new rental property	\$300.00
Capital gain calculation of investment (per CGT event)	\$315.00
Complex Crypto trading reconciliation	\$400.00
Business Clients	Starting Price (excl GST)
Sole Trader (non GST Registered)	\$450.00
Sole Trader (GST Registered) with no financial statements	\$900.00
Sole Trader (GST Registered) with financial statements	\$1,350.00
Trust	\$700.00
Company	\$1,695.00
NIL return lodgement	\$100.00
Additional Costs	
Annual Taxable Payment Reports	
- NIL Report	\$105.00
- Up to 5 Contractors (manual lodgement)	\$285.00
- Review and Lodgement of Software File	\$340.00
Annual Interim Accounts (Tax Planning)	\$475.00
Annual Long Service Leave Portal Lodgement	\$240.00
Business Activity Statement	\$285.00 per BAS
Instalment Activity Statement	\$185.00 per IAS
Payroll STP submission	\$170.00 per QTR
Quarterly Superannuation Stream Payments	\$240.00
Super Guarantee Charge Statements	
- Per quarter lodged <5 employees	\$200.00
- Per additional 5 employees per quarter	\$100.00
Annual Workers Comp Declaration of Actual Wages	\$285.00
STP Finalisation	\$250.00 - 500.00
SMSF Clients	Starting Price (excl GST)
Establishment Costs	
Establishment of Self-Managed Super with Corporate Trustee	\$3,800.00
Establishment of Self-Managed Super with Bare Trust & 2 x Corporate Trustees	\$6,100.00
SOA for setup of standard SMSF (<i>mandatory with setup</i>)	\$2,500.00
SOA for setup of SMSF with a LBRA (<i>mandatory with setup</i>)	\$3,350.00

SMSF Compliance Costs	
Prices subject to increase on an hourly rate due to the following:	
<i>Investments structures, volume of bank transactions, share portfolios, property portfolios, other portfolios, general advice, obtaining investment valuations, and/or any ad-hoc administration.</i>	
Year-end compliance (Tax Return, Financials & Minutes)	\$2,250.00
Business Activity Statement	\$285.00 per BAS
Annual external audit of SMSF accounts (<i>Price subject to change by external auditor</i>)	\$500.00
Obtaining Actuarial Certificate (<i>subject to change by provider</i>)	\$160.00
Company Secretarial	Starting Price (excl GST)
Preparation of Company Statement & Solvency Minutes	\$225.00
Change of Officeholder details (per change)	\$165.00
Change of Shareholdings (per change)	\$265.00
Company Name Change (includes \$474 ASIC Fees)	\$870.00
Voluntary Deregistration of Company (includes \$47 ASIC Fees)	\$240.00
Establishment Fees	Starting Price (excl GST)
ABN Application	\$285.00
Business Name Registration	
- 1 x year (includes \$42 ASIC Fee)	\$242.00
- 3 x year (includes \$98 ASIC Fee)	\$298.00
Business Name Renewal	
- 1 x years (includes \$42 ASIC Fee)	\$142.00
- 3 x years (includes \$98 ASIC Fee)	\$198.00
Business Name Cancel & Transfer	
- 1 x years registration (includes \$42 ASIC Fee)	\$242.00
- 3 x years registration (includes \$98 ASIC Fee)	\$298.00
GST/PAYGW/FTC registration	\$90.00 per registration
Company Setup (includes ASIC Fees and ATO & ABR registrations)	\$2,100.00
Company Setup with new Family Trust shareholder (includes ASIC fees, stamping and ATO & ABR registrations)	\$3,400.00
Trust Setup – individual trustee (includes stamping and ATO & ABR registrations)	\$2,100.00
Trust Setup – corporate trustee (includes stamping and ATO & ABR registrations)	\$3,100.00
Additional costs	Starting Price (excl GST)
Payment plan setup	
- Online submission (per setup including reinstatement)	\$150.00
- ATO phone call with capacity to pay	\$300.00
PAYG instalment variation including calculation	\$150.00 – \$300.00
Penalty/Interest remittance with ATO/ASIC	\$150.00
ATO lodgement objection/disputes	Hourly rate
Ad Hoc administration – Liaising with ATO & other 3 rd parties	Hourly rate
Business Advisory	Hourly rate
Software assistance	Hourly rate
Software conversions	Hourly rate
Software training	Projected fixed fee per hour
Hourly rates	
Director	\$330 – \$430/hr (excl GST)
Management Accountant	\$265 - \$305/hr (excl GST)
Senior Accountant	\$190 - \$260/hr (excl GST)
Accountant	\$170 – \$200/hr (excl GST)
Junior Accountant	\$130 – \$160/hr (excl GST)

Terms & Conditions**Fees and Billing**

1. If the engagement involves the use of trust monies, we will manage those funds in accordance with APES 310 Dealing with Client Monies.
2. Our services include, but are not limited to, completion of compliance returns, preparation of financial accounts, general advice, phone calls, emails, correspondence, all ATO or financial services dealings, third party communication, software advice or training and bookkeeping.
3. Our professional fees will be calculated based on our schedule of fees and on a time-cost basis and are based on the level of staff required to complete the services.
4. If provided with a proposal of fees for services by Mair Mansfield & Co, the proposal is valid for 12 months of issue. Fees may be updated the following year to reflect any changes or inflation costs.
5. Services provided outside the scope of the proposal will be charged on a time-cost basis and be based on the level of staff required to complete the services.
6. Our invoices may also include disbursements paid by us. These may include photocopying charges, telephone and facsimile transmission charges, travel fares and expenses, stamp duty and fees paid to third parties such as couriers, registration fees or fees for other professionals. These may be in addition to the fixed price (if applicable).
7. Unless other payment terms are agreed, each invoice is payable within 28 days of receipt.
8. From March 2020, Mair Mansfield & Co. require payment of our fees to be made in full or be placed on an agreed payment plan prior to lodgement or continuation of future work. We will ensure all lodgement due dates are met and will not hold returns past due dates.