



Menu

O F S E R V I C E S



You've enough on your plate just running your business.

Why not look at the lighter alternative?



VAT (Value Added Tax)

Introduced in 1973 it was hailed as a simple tax – unfortunately, that is not the reality. Its rules can be complex and its effects are often not considered until it is too late.

Registration	from £75
Deregistration	from £50
Completion of VAT Returns	£6.25 per 1/4 hour
VAT assessment reviews	£20 per 1/4 hour
Negotiations/correspondence with H.M. Customs & Excise	£20 per 1/4 hour
Attending VAT inspections	from £75
Voluntary disclosure of errors (to avoid potential penalties)	from £75
DIY builders and converters claims	5% of the refund obtained
Technical/complex VAT advice*	£25 per 1/4 hour
VAT assurance and planning reports*	from £750
Appeals to the VAT Tribunal*	price on application

*N.B. this work may be referred to specialist consultancies

Bookkeeping

Keeping up to date and meaningful records is vital if you are to manage your business effectively and efficiently. An accurate and reliable bookkeeping system is the foundation upon which all your important business decisions are based.

Bookkeeping services	£6.25 per 1/4 hour
Installation of computerised accounting software**	from £30 per hour
Training in the use of computerised accounting software**	from £30 per hour

**N.B. undertaken by companies dedicated to this area of work.

Payroll

Running your own payroll can be time consuming and, with ever-changing government legislation, a minefield. Outsourcing your payroll (and all the associated paperwork) gives you complete confidentiality and allows you to concentrate on your core business activities.

Weekly payroll	from £30 per month
Monthly payroll	from £20 per month
Employment advice, e.g. contracts of employment, employee disputes*** (priced per project)	£80 per hour
HR health check*** (priced per project)	from £80 per hour

***N.B. this work would be referred to a specialist employment adviser.

This is just a selection of the services we offer – if you need help with something we haven't listed here, please feel free to either call or send us an email

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All prices quoted are subject to VAT at the current rate