

No	Services	Fees (£)	Unit	Note	Basic	Premium	Gold
1	Bookkeeping at client premises	20.00	Per Hour		✓	✓	✓
2	Bookkeeping at DNS office	18.00	Per Hour		✓	✓	✓
3	Company formation	150.00	Fixed		✓	✓	✓
4	Contract review for IR35 compliance	50.00	Per Contract	1	✓	✓	✓
5	Filing self assessment tax return	250.00	Fixed	2	✓	✓	✓
6	Monthly payroll processing, including P45, P35, P14 and P60 year-end returns	5.00	Per employee / month	3	✓	✓	✓
7	Preparation and filing of corporation tax return	250.00	Fixed		✓	✓	✓
8	Preparation and submission of VAT returns	200.00	Per quarter	4	✓	✓	✓
9	Preparation of final accounts and submission to Companies House	1,000.00	Fixed	5	✓	✓	✓
10	Registration for payroll	50.00	Fixed		✓	✓	✓
11	Registration for VAT	50.00	Fixed		✓	✓	✓
12	Application for dispensation	150.00	Fixed		✗	✓	✓
13	Dealing with a tax enquiry and investigation	TBC	Per hour	6a 6b	✗	✓	✓
14	Filing P11D return	150.00	Fixed		✗	✓	✓
15	Income certification (for a loan, visa or mortgage)	100.00	Fixed	7	✗	✓	✓
16	Reference letter (for a loan, visa or mortgage)	50.00	Fixed		✗	✓	✓
17	Tax investigation cover	200.00	Per annum		✗	✓	✓
18	Company registered office (ROA) service	200.00	Per annum	8a	✗	✗	✓
19	Company closure	350.00	Fixed	8b	✗	✗	✗
20	Company liquidation	5,000.00	Fixed	8c	✗	✗	✗
21	Director loan planning	250.00	Fixed		✗	✗	✗
22	Dormant company accounts	250.00	Per annum		✗	✗	✗
23	Filing company annual return	30.00	Per annum	9	✗	✗	✗
24	Filing monthly CIS return	100.00	Per month		✗	✗	✗
25	Financial due diligence	1,000.00	Fixed	10	✗	✗	✗
26	Preparation of business plan	1,000.00	Fixed	11	✗	✗	✗

No	Services	Fees (£)	Unit	Note	Basic	Premium	Gold
27	Preparation of periodic management accounts	500.00	Fixed	12	X	X	X
28	Professional indemnity insurance		Introduction Only		X	X	X
29	Profit improvement service	350.00	Fixed	13	X	X	X
30	Safe storage	120.00	Per annum	14	X	X	X
31	Set-up of childcare voucher scheme	250.00	Fixed		X	X	X
32	Share planning – allotment of different classes of shares	250.00	Fixed		X	X	X
33	Stock transfer form	150.00	Fixed		X	X	X
34	Tax credits application	10-25%	Fixed		X	X	X
35	Tax-planning meeting with partner	150.00	Per hour		X	X	X
36	Tax-planning meeting with senior	80.00	Per hour		X	X	X
37	Tax refund	10-25%	Fixed		X	X	X

All price are exclusive of VAT at the prevailing rate.

Notes:

- 1 The fees cover a maximum of TWO IR35 contract reviews per annum. There is an option to take out insurance against the risk of IR35 investigation.
- 2 The fees will be higher for complex returns.
- 3 The fees will be less if there are more than ten employees.
- 4 The fees will be higher if there is more data and a greater workload.
- 5 The fees can vary depending on the volume of business and the work involved.
- 5a Costs for tax investigation for clients that are not covered by our tax investigation insurance have to be agreed in advance, assessed case by case and dependent on the work involved.
- 5b The charges for tax investigation may include a percentage of tax saved or penalty mitigated.
- 7 The fees will be higher if there are more documents for certification.
- 8a The fees can be paid monthly alongside the cost of your overall package.
- 8b Additional costs include a percentage of the tax savings made; if the case is complicated, fees may be in excess of £350 depending on the case.
- 8c The fees can vary depending on the complexity of the case and the amount of work involved.
- 9 The charges are higher for clients that do not subscribe to a monthly package.
- 10 The fees will increase depending on the level of business.
- 11 The fees can vary depending on the volume of business and the work involved.
- 12 The fees can vary depending on the volume of business and the work involved.
- 13 The fees can vary depending on the volume of business and the work involved.
- 14 The prices are for up to five files. There is an additional charge for more than five files.
- 15 Our monthly packages are available to any small business with a turnover of less than £125K and who do not employ more than five staff.
Our monthly packages represent exceptionally good value for money.
- 16 Please note that DNS may take a commission for introducing you to mortgage advisors or insurers.