

## Fee rates for payroll accounting

**C/3.3**

**inno:va** tax consulting company GmbH

**payroll**

For payroll accounting we charge the following standard fees (EUR):

### **1.) monthly services:**

Monthly wage basic fee	20,00
Ongoing payroll per employee (Lohn&Gehalt)	12,00
Ongoing payroll per employee (LODAS)	14,00
Special case of building wages	18,00

### **2.) annual services:**

Report to the professional association (annual)	
-basic fee	30,00
-report per employee	6,00
Examination of the assessment of the professional association	30,00
Annual report to the social security and wage tax certificate per employee	12,00
Severly disabled advertisement	160,00
Review of the annual salary limit per employee	5,00
Review of levy obligation U1	30,00

### **3.) one-time services:**

Setup of the payroll accounting (one-time)	80,00
First-time establishment of the payroll accounts and recording of the base data per employee	28,00
In addition report to the social security	10,00
Instant messages	10,00
Deregistration of an employee (incl. report to the social security and wage tax certificate)	22,00
Registration at the professional association	50,00
Application for a company number	30,00
Creation of SEPA direct debit for health insurance companys	25,00

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### 4.) other/certificates:

Employment certificates for the employment office	30,00
Salary certificates for other authorities	30,00
Application for continued salary payment, maternity benefit etc. to the health insurance company	16,00
Application for quarantine refund	50,00
Registration of the absence due to quarantine in the payroll	20,00

### 5.) settlement of short-time work (KUG):

Set-up of the "KUG-base-data" (flat rate)	80,00
Recording of the downtimes without particularities (subsidies etc.) per employee	5,00
preparation of monthly claim for benefits	30,00
Consideration of particularities such as determination of employer benefits, additional work with the payroll of hourly wages individually on the basis of actual time rate per hour	120,00/Std
Recalculation Correction of down times for the previous month individually on the basis of actual time - rate per hour	120,00/Std
Support for application of short-time work (KUG)	120,00/Std

### 6.) calculation based on time € 120,00 rate per hour (plus VAT):

Support of external audit by the German Pension Insurance  
Application to the Artist's Social Security Fund  
Preparation of a third-party debtor declaration for seizures  
Preparation of sample payroll

\*Notification: Employees for whom no payroll has to be prepared due to e.g. compensation payments, but who are recorded by the system, are charged with € 2,00 per employee.