

# 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

	unit price	flat rate
Monthly wage basic fee	20,00€	✓
Ongoing payroll per employee (Lohn&Gehalt)	13,00€	✓
Ongoing payroll per employee (LODAS)	15,00€	✓
Special case of building wages	19,00€	✓
Standard wage, additional amount per employee	+ 2,00€	X
Administration of vacation days, additional amount per employee	+1,00€	X

## 2) Annual services

Report to the professional association (annually)		
<ul style="list-style-type: none"> <li>• basic fee</li> <li>• report per employee</li> </ul>	30,00€ 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€	✓
Review of the annual salary limit per employee	5,00€	✓
Review of levy obligation U1	30,00€	✓
Severely disabled advertisement according to time spent, at least	160,00€	X

## 3) One-off services

Report to the social security	12,00€	✓
Instant messages	10,00€	✓
Deregistration of employees (incl. report to the social security and wage tax certificate)	22,00€	✓

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### 4) One-off services for initial set-up

Setup of the payroll accounting (one-time)	80,00€	X
First-time establishment of the payroll accounts and recording of the base data per employee	28,00€	X
Registration at the professional association	50,00€	X
Application for a company number	30,00€	X
Creation of SEPA direct debit for health insurance companies	25,00€	X

### 5) Other/certificates

Employment certificates for the employment office	30,00€	✓
Salary certificates for other authorities	30,00€	✓
Application for continued salary payment	16,00€	✓
Application for maternity benefit	30,00€	✓
Application for sickness benefit	30,00€	✓
Application for quarantine refund	50,00€	X
Registration of the absence due to quarantine in the payroll	20,00€	X
Application for winter compensation	30,00€	X

### 6) Calculation based on time spent €130.00 rate per hour(plus VAT)

Preparation of a third-party debtor declaration for seizures	✓
Preparation of sample payroll	✓
Support of external audit by the German Pension Insurance	X

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Application to the Artist's Social Security Fund	X
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.	

### 7) Settlement of short-time-work (KUG)

Set-up of the "KUG-base-data" (flat rate)	80,00€	X
Recording of the downtimes without particularities (subsidies etc.) per employee	5,00€	X
preparation of monthly claim for benefits	30,00€	X
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	130,00€	X
Recalculation/ Correction of down times for the previous month individually on the basis of actual time - rate per hour	130,00€	X
Support for application of short-time work (KUG)	130,00€	X

### 8) Monthly flat rate (min. 10 employees))

Lohn & Gehalt	24,00€
LODAS	26,00€
building wages	30,00€
Standard wage, additional amount per employee	+ 2,00€
Administration of vacation days, additional amount per employee	+1,00€

**All fee rates plus DATEV costs and VAT!**