



"Your Compliance and Payroll Professionals"

SCHEDULE OF FEE'S

ADDITIONAL CHARGES	COSTS ASSOCIATED
Initial Consultation:	No Charge
Payroll Administration Services:	Price as per quotation provided
Cancellation Administration Fee:	\$ 150.00 plus applicable GST
New Employee charge: * One off charge to set up a new employee	\$ 15.00 per employee plus applicable GST
Termination of Employee charge: * One off charge to prepare termination payments and separation certificate	\$ 15.00 per employee plus applicable GST
FBT Research and Implementation	Price on Application
Payroll Compliance Audit	\$ 260.00 plus applicable GST
ADDITIONAL SERVICES	COSTS ASSOCIATED
Services in addition to Payroll Administration such as Bookkeeping / Human Resource Consultancy / Industrial Relations Consultancy	\$ 100.00 - \$ 160.00 p/hr plus applicable GST