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## **BUSINESS FEE SCHEDULE FOR 2025**

### **Payroll per Pay Period:\***

1-5 checks ~ \$65.00    6-10 checks ~ \$80.00    11-15 checks ~ \$95.00    16-20 checks ~ \$110.00    21-25 checks ~ \$125.00

\*Additional charges may apply if excess time required

**Quarterly Reports:**    **\$140.00** (up to 10 employees ~ \$2 additional per every employee over 10)

Includes: 941 and State Unemployment

**Year End Reports:**    **\$280.00**

Includes: 940 and 941 ~ State Unemployment ~ State W/H Reconciliation~W-2's

### **In Addition**

Client will be responsible for cost of checks, W-2's and any other required purchases.

Check Stock available ~ Rates based on quantity & style

<b>W-2's &amp; Envelopes per employee</b>	<b>\$6.00</b>	<b>General Bookkeeping per Hour</b>	<b>\$135.00</b>
		<b>***same day service is a \$85.00 surcharge***</b>	
<b>1099 &amp; Envelope per form</b>	<b>\$5.00</b>		
<b>1096 per form</b>	<b>\$7.00</b>	<b>Fee for Extension</b>	<b>\$85.00</b>
<b>Estimated Taxes</b>	<b>\$85.00</b>	<b>Sales Tax</b>	<b>\$85.00 per return</b>

**\*\*\*Blank 1096/1099 Forms Available For Purchase\*\*\***

**~Invoices not paid in full within 30 days will be subject to a surcharge of \$15 per month~**

## **Reminder....S Corporation & Partnership returns are due 3/17/25**

**\*\*\*Appointments made or tax returns done after 2/21/25 (after 8/22/25 if extended) will be assessed a \$75.00 late fee, \$105.00 after the 5<sup>th</sup> of the month, or \$130.00 after the 10<sup>th</sup> of the month; or will result in an extension at our discretion.\*\*\***

**This price list is good through December 31, 2025**