

hourly rates (excl. VAT)

prices CHF

Manager

206

Annual financial statements.
tax advice and business consulting.

Junior Manager

137

Qualified accounting work such as VAT and so on.
employee administration.
tax declarations.

Qualified employees

103

General accounting work.
Correspondence.

Rate urgent matters

For urgent matters the next higher hourly rate is used.

overall (p.a.)

company domicile	1'100
CEO/director limited liability company	3'400
board member/director corporation	5'600
phone number	264
phone number activation (once)	330

Your accounting without payroll at predictable cost

You collect the documents for every payment and send them to us in a well prepared special folder.
We do the rest. So you have more time for your customers and your family.

Financial statements with balance sheet and income statement

- Monthly registration of every payment based on your documents.
- Registration of liabilities and accounts receivable for the annual financial statements.
- Analysis of your annual financial statements and management discussion (if you wish more frequently).
- Monthly PDF-documents of your financial data.

Taxes including value added taxes

- Periodical checks and declaration of VAT.
- Annual tax declarations for direct tax (corporation, limited liability company).

Your investment

turnover up to CHF p.a.	number of transactions p.a.	monthly cost CHF (excl. VAT)
300'000	500	340
600'000	1'000	450
1'200'000	2'000	670

Other quantities on request.

For the last month of the financial year, the monthly cost double.
All our mandates can be canceled at any time. Put us to the test!

Every service can also be billed based on time spent (usually considerably cheaper).
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Taxes including value added taxes

- Periodical checks and declaration of VAT.
- Annual tax declarations for direct tax (corporation, limited liability company).

Employee administration

- Monthly salary statements for each employee.
- You pay the net salary we calculated for you.
- Annual declaration of all social insurances.
- Annual salary statement for each employee.

Your investment

turnover up to CHF p.a.	number of transactions p.a.	maximum number of employees	monthly cost CHF (excl. VAT)
300'000	500	5	500
600'000	1'000	10	780
1'200'000	2'000	20	1'350

Other quantities on request.

For the last month of the financial year, the monthly cost double.
All our mandates can be canceled at any time. Put us to the test!

Every service can also be billed based on time spent (usually considerably cheaper).
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Your employees administration at predictable cost

You simply have to give us the montly entries and exits and the worked hours for employees on hourly base.
We do the rest. So you have more time for your customers an your family.

Employee administration

- Recording the Data of all employees.
- Monthly salary statements for each employee.
- You pay the net salary we calculated for you.
- Calculation and billing of state taxes deducted at source.
- Annual declaration of all social insurances.
- Annual salary statement for each employee.
- You receive a monthly book-keeping voucher from us.

Your investment

number of employees	costs by month and employee CHF (excl. VAT)
< 5	45
<10	39
< 20	34

Other quantities on request.

For the last month of the financial year, the monthly cost double.
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Your personal tax declaration for CHF 170.00 singles or CHF 280.00 legal couples (excl. VAT)

Don't push away your tax declaration, let us do it for you!

Our services

Completion of your personal tax declaration including all additional forms.

Utilize legal loopholes and possibilities for justifiable tax deductions.

Discussion of your tax declaration (if you like).

Copy of all documents (if you like).

Check the tax statement of the tax administration for possible objections.

Surcharges (all prices excl. VAT)

Auxiliary income, stock businesses, real estate, one-man companies and interregional tax topics and so on according to time spent (CHF 135 hour).

What kind of documents we need from you?

If you have not been a client so far, the following:

- copy of your last tax declaration

if you have been a client before:

- last tax return from the tax administration
- annual salary statement
- retirement payments
- interest statements of your bank accounts
- health insurance payments
- health expenses including dentist
- alimony payments
- professional training payments
- donations
- payments for the third pillar (pension plan)
- debts and paid interest rates

for real estate:

- tax value
- own rental value (if inhabited by you)
- paid rental costs (if rented)
- maintenance expenses

Every service can also be billed based on time spent (usually considerably cheaper).
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Your own corporation, limited liability company or one-man company?

You would like to do all paperwork within two to four weeks? We prepare everything, do the full paperwork with all authorities and handle the social insurance topics for you. You only have to sign everything.

Advice about the best legal structure and the rights for the company name

Liability?
Capital?
Your personal tax?
Free company name?
Free web-domain?

Registration in the commercial register

Preparation of articles of incorporation and registration in the commercial register.

Social Security

Registration with social security (public or professional associations) for retirement, disability and unemployment.
Registration with public family benefit fund.
Registration with compulsory accident insurance.
Advice and registration of compulsory pension fund.
Advice and registration of optional illness allowances.

Optional insurance for fixed asset and third party liability

Advice and registration for third party liability insurance.
Advice and registration for property insurance.

Web domain names

Registration of your web domain name.

Value added tax

Advice on optimal structure for VAT.
Registration VAT administration.

Your investment

company	cost (excl. VAT)
Articles of incorporation and enrollement for commercial register (limited liability company or corporation) exclusively	1'100
Sole proprietorship ready for start of operations	2'800
Limited liability company ready for start of operations	3'900
Corporation ready for start of operations	5'000

If we get any benefits or refunds from insurance companies, you get the full benefits. Third party cost for attesting notary, register of commerce (about CHF 1'500) and domain enrollment costs are not included.

Every service can also be billed based on time spent (usually considerably cheaper).