

# NEW LOOK ACCOUNTANTS AND CORPORATE SOLUTIONS

Adding Value To Your  
Business

## 2025 PRICING SCHEDULE (NEW LOOK ACCOUNTANTS AND CORPORATE SOLUTIONS).

OUR PRICE LIST	PRICE
Retainer Fees	Annexure A
<b>Accounting Services</b>	
Financial Statement Preparation	Annexure B
Annual Financial statements (Independent reviewed)	Annexure B
Bookkeeping (Monthly Bank reconciliation and Record Keeping)	R 2 500.00
Cash Flow Projections report	R 2 200.00
Budget Preparations	R 2 000.00
Preparation of Management Accounts	Annexure B
Accounts Admin-Invoicing	R 1 375.00
Accountant's Letter	R 2 750.00
<b>Payroll Administration</b>	
PAYE and UIF Registration	R 3 000.00
UIF Registration	R 1 500.00
Payroll Run- Payslips (per pay slip)	R 104.50
Employees Contracts Preparations (Per Employee)	R 260.00
Declarations and Submission of PAYE and UIF with SARS and Labour	R 2 200.00
Letter of Good Standing from Labour	R 1 650.00
<b>Taxation Services</b>	
Corporate/Company Income Tax Registration	R 1 950.00
VAT Registration (Value Added Tax)	R 3 000.00
VAT Returns (Monthly, Bi-Monthly, Bi-annually & annually)	R 1 950.00
Import and Export Licences Registration (Combo)	R 9 000.00
Import Licence Registration(single)	R 5 500.00
Export Licence Registration(single)	R 5 500.00
EMP201	R 1 500.00
EMP501 (Reconciliation)	R 5 500.00
EMP501 (Once-off Clients)	R 11 500.00
Tax Exemption Application	R 8 050.00
SDL Registration (Skills Development Levy)	R 1 980.00
Corporate Income Tax Return-(ITR): Dormant	R 1 200.00
Corporate Income Tax Return-(ITR): Operating	R 2 000.00
Provisional Tax (IRP6) Dormant	R 960.00
Provisional Tax (IRP6) Operating	R 1 350.00
Tax debt write off / compromise agreement	Annexure C
Income Tax Calculations	R 750.00
Capital Gains Tax Calculations (CGT)	R 1 100.00
Estate duty tax calculations	R 3 660.00
Dividends withholding tax calculations	R 3 660.00



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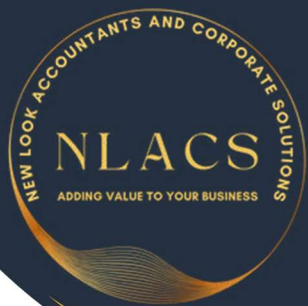
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Donations tax calculations	R 3 660.00
Trust Tax Registration	R 15 000.00
SARS payment arrangements	R 2 500.00
Customs Returns	R 2 200.00
Individual Income Tax Registration	R 1 210.00
Individual Income Tax Returns (ITR12)- IRP5 only	R 1 500.00
Individual Income Tax Returns (ITR)- IRP and Rent Income	R 2 750.00
Individual Income Tax Returns (ITR)- IRP and Travel Logbook	R 3 000.00
Corporate Updating of Representative	R 960.00
Maintaining SARS Details	R 1 100.00
Tax Clearance Certificate (SARS Letter of good standing)	R 520.00
<b>Secreterial Services</b>	
Company Registration (PTY) LTD (Combo deal) Includes: Company certificates, share certificates, Tax clearance, CSD, BBBEE, Directors resolutions, Share register & Update of representative.	R 3 500.00
Company registration (Only)	R 695.00
Co-operative Registration (Combo deal) Includes: Company certificates, share certificates, Tax clearance, CSD, BBBEE, Share register, Directors Resolutions & Update of representative.	R 4 500.00
Shelf Company	R 9 500.00
Security Company Registration (PSIRA Approved)	R 18 500.00
Co-Operative Registration (Only)	R 1 800.00
Non-Profit Company Registration (NPC)	R 1 650.00
Non-Profit Organisation Registration (NPO)	R 2 585.00
CSD Registration - Central Supplier Data base	R 1 265.00
CC to Pty Ltd Conversion	R 2 000.00
COIDA Registration	R 2 500.00
CIDB Registration	R 2 500.00
Filing of CIPC Annual Returns	R 520.00
Filing of Public Benefit Ownership with CIPC	R 1 050.00
Company Amendments - Change Registered Office Address	R 790.00
Company Amendments - Change of Financial Year	R 700.00
Company Amendments - Company Contacts Details	R 700.00
Company Amendments - Change company/cc Name	R 1 800.00
Add & Resign Directors/Members	R 1 700.00
Add Director/Member of a CC/Company	R 1 000.00
Resign Director/Member of a CC/Company	R 1 000.00
Change of Directors/Members Contact Details	R 700.00
Accounting Officer/ Company Secretary/ Auditor Change	R 950.00
Special Resolution (Change of the main objective or MOI)	R 1 800.00
Defensive Name Reservation	R 800.00
BBBEE Certificate	R 528.00
SANAS Accredited BBBEE Certificate	R 1 056.00
Sworn Affidavit	R 1 056.00



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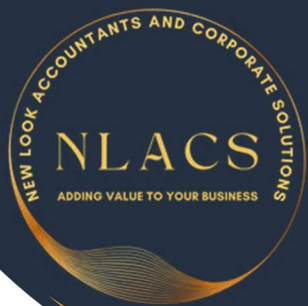
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Trademark Registration	R 9 500.00
Share Certificate For companies	R 528.00
Share Register	R 1 040.00
Shareholders Agreement	R 1 500.00
CIDB Upgrade	
COIDA Letter of Good Standing New Registration (Assessment fees not included)	R 2 500.00
COIDA renewal of letter of good standing (Assessment fees not included)	R 2 190.00
Company Deregistration	R 1 800.00
Company Reinstatement (Only Companies that Operate with active account)	R 1 980.00
<b>Business Consultation</b>	
Company Profile for Tenders	R 1 800.00
Entry level Business plan (For basic financing, tenders and planning)	R 4 500.00
Construction Business plan (for financing/Construction Tenders)	R 5 500.00
Security Business plan (PSIRA approved - for financing/Tenders)	R 5 500.00
Comprehensive Business plan (For Financing and Tenders)	R 15 000.00
Specialised Business plan (Includes industry Research)	R 25 000.00
Lease agreements	R 1 800.00
Company Letterhead (Branding)	R 1 000.00
Professional Logo	R 2 000.00
Business Website Design from R4500	R -
Drafting of Engagement Letters	R 2 000.00
Tender Applications	R 5 000.00
<b>Administration</b>	
File - Admin Fee	R 480.00
Call out Fees Accommodation	R 6 500.00
Call-Out Fee around Polokwane (Depends on KM to Travel)	R 2 500.00
Call-Out Fee outside Polokwane (Depends on KM to Travel)	R 4 500.00



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## Annexure A

### **Retainer Fees**

#### **R3000 – R6000/month**

Accounting, Bookkeeping, Payroll, Tax and Compliance — R1–R5 million annual turnover  
3-5 years retainer fees.

This is the monthly rate for accounting, bookkeeping, payroll, tax, and compliance services if your business has between R1 million and R5 millions in annual turnover. The price can vary depending on the size and complexity of the business. For an accounting monthly package — R1–R5 million annual turnover, expect to pay between R3000/month and R6000/month.

#### **R6000 – R12,000/month**

Accounting, Bookkeeping, Payroll, Tax and Compliance — over R5 million annual turnover  
3-5 years retainer fees.

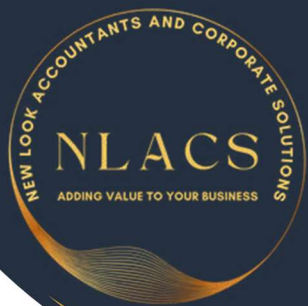
The cost of Accounting, Bookkeeping, Payroll, Tax and Compliance — over R5 million annual turnover typically runs from R6000/month to R12,000/month, averaging at R9000/month.

#### **R12,000 - R24,000/month**

Accounting, Bookkeeping, Payroll, Tax and Compliance — over R10 million annual turnover  
3-5 years retainer fees.

The cost of Accounting, Bookkeeping, Payroll, Tax and Compliance — over R10 million annual turnover typically runs from R12,000/month to R24,000/month, averaging at R19,500/month.





## Annexure B

# Revenue Based Fees

Price Range for Financial Statements:

SMMEs

Revenue From		AFS	Management Accounts
R -	R 100 000	R 3 500	R 1 750
R 100 000	R 250 000	R 7 500	R 3 750
R 250 000	R 500 000	R 15 000	R 7 500
R 500 000	R 750 000	R 20 000	R 10 000
R 750 000	R 1 000 000	R 25 000	R 12 500
R 1 000 000	R 3 000 000	R 30 000	R 15 000
R 3 000 000	R 5 000 000	R 35 000	R 17 500
R 5 000 000	R 7 000 000	R 40 000	R 20 000
R 7 000 000	R 9 000 000	R 45 000	R 22 500
R 9 000 000	R 11 000 000	R 50 000	R 25 000
R 11 000 000	R 13 500 000	R 55 000	R 27 500
R 13 500 000	R 15 500 000	R 60 000	R 30 000
R 15 500 000	R 17 500 000	R 65 000	R 32 500
R 17 500 000	R 19 000 000	R 70 000	R 35 000
R 20 000 000	R -	R 75 000	R 37 500





## Annexure C

# Contingency Fees

Contingency fees are based on a percentage of the tax savings or refunds secured for a taxpayer or the reduction in the tax liability.

As a tax practitioner in South Africa, knowing when you may charge contingency fees for tax services rendered is crucial. These fees, linked directly to the financial outcomes of your services like tax savings or refunds, are subject to specific rules that govern their application. Below we clarify these rules and offer practical insights to ensure compliance while aligning your compensation with successful outcomes.

