

Price List

| Minimum charge of £20 per pay run | | Employees | Price Per Payslips | Payslips emailed to you for local printing | Payslips printed and mailed to you | Payslips printed and mailed to employee | Payslips emailed to employee | Reports emailed to you | Reports printed and mailed to you | BACS Report faxed to your bank | P45/46 Completed including in-month filing to HMRC | Inland Revenue Communication: | |
|-----------------------------------|--------------------------------------|-----------|--------------------|--|------------------------------------|---|------------------------------|------------------------|-----------------------------------|--------------------------------|--|--|------------------------|
| | | | | | | | | | | | | For eBusinessPay to maintain all communication with HMRC, including P45/46 processing, receiving the Change of Tax Code notifications directly, dealing with all queries and completing your HMRC returns, and adding those to the BACS list for payment (including filling out the monthly contributions booklet) | Spreadsheets for input |
| | Basic | 1-250 | £1.00 | Included | 5p each + Postage | 10p each + Postage | 3p each | Included | 5p per sheet + | £2.50 each | 10p each | £7.50 per month | Included |
| | Managed Weekly | 1-49 | £2.25 | Included | Included | Included | Included | Included | Included | Included | Included | Included | Included |
| | | 50-99 | £2.16 | Included | Included | Included | Included | Included | Included | Included | Included | Included | Included |
| | | 100-250 | £2.03 | Included | Included | Included | Included | Included | Included | Included | Included | Included | Included |
| | Managed 2-4 Weekly or Monthly | 1-49 | £2.50 | Included | Included | Included | Included | Included | Included | Included | Included | Included | Included |
| | | 50-99 | £2.40 | Included | Included | Included | Included | Included | Included | Included | Included | Included | Included |
| | | 100-250 | £2.25 | Included | Included | Included | Included | Included | Included | Included | Included | Included | Included |

Price List

| Minimum charge of £20 per pay run | | Employees | Price Per Payslips | Unable to use Spreadsheets: | | Attachment of Earnings: | | Holiday Entitlement Administration: | | Year End Processing and Reports |
|-----------------------------------|--------------------------------------|-----------|--------------------|---|---|--|--|-------------------------------------|--|---------------------------------|
| | | | | <p>If you are unable to supply the time-sheet via spreadsheet, we can accept faxed time-sheets. As eBusinessPay will manually input the data from your own time-sheets (either one per employee or group is fine) there will be an additional charge, which is negotiable dependent on the number of employees you have. The minimum charge is 20p per employee.</p> | <p>£1 per employee (this charge is passed on to the employee, deducted directly from the wages in accordance with current guidelines. This will be included in our invoice).</p> | <p>Second Pay Runs: If after the reports have been sent back to you there is an error due to the information that has been provided, we will charge 50p per employee to rectify it. If the mistake is our error, it will of course be re-run free of charge.</p> | <p>£10.00 per month (or 50p per employee, whichever is greater). This price includes calculating holiday entitlement, keeping track of days taken and providing a full report every month for your records.</p> | | | |
| | Basic | 1-250 | £1.00 | Min 20p per employee | Included | 50p per employee | Available | £1 per employee | | |
| | Managed Weekly | 1-49 | £2.25 | Min 20p per employee | Included | 50p per employee | Available | Included | | |
| | | 50-99 | £2.16 | Min 20p per employee | Included | 50p per employee | Available | Included | | |
| | | 100-250 | £2.03 | Min 20p per employee | Included | 50p per employee | Available | Included | | |
| | Managed 2-4 Weekly or Monthly | 1-49 | £2.50 | Min 20p per employee | Included | 50p per employee | Available | Included | | |
| | | 50-99 | £2.40 | Min 20p per employee | Included | 50p per employee | Available | Included | | |
| | | 100-250 | £2.25 | Min 20p per employee | Included | 50p per employee | Available | Included | | |

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| Minimum charge of £20 per pay run | | Employees | Price Per Payslips | P60s Production Includes postage to each of your employees. | E-Filed Year End Returns | CIS (Construction Industry Scheme) Includes on-line verification of subcontractors, on-line submission of CIS300 monthly returns. CIS deductions are calculated as appropriate and payments can take account of the cost of materials, VAT, CITB Levy, retentions, fees, insurance charges, subs and holiday funds. CIS subcontractor payslips (statements) are produced and issued on a monthly basis, as well as (where necessary) subcontractor invoices. CIS deductions are included on the Employer's Payslip (P30), Employer's Payment Record (P32) and the Employer's End-of-Year Statement (P35). |
|-----------------------------------|--------------------------------------|-----------|--------------------|--|--------------------------|---|
| | | | | | | |
| | Basic | 1-250 | £1.00 | 31p per employee | £15.00 | Not Available |
| | Managed Weekly | 1-49 | £2.25 | Included | £15.00 | Included |
| | | 50-99 | £2.16 | Included | £15.00 | Included |
| | | 100-250 | £2.03 | Included | £15.00 | Included |
| | Managed 2-4 Weekly or Monthly | 1-49 | £2.50 | Included | £15.00 | Included |
| | | 50-99 | £2.40 | Included | £15.00 | Included |
| | | 100-250 | £2.25 | Included | £15.00 | Included |

One Time Set-Up Fees
For each new payroll, a set-up fee is payable based on the number of employees included on a single payroll

| Employees | Fee |
|-----------|---------|
| 1-49 | £40.00 |
| 50-99 | £80.00 |
| 100-250 | £140.00 |

NB: The above setup fees are our standard fees. We reserve the right to amend them to take into account any excessive work at a rate of £40.00 per hour. Setup fees are one off and are charged for the setting up of a new company's payroll. These initial fees also include registration with the Inland Revenue and completion of all standard Inland Revenue forms.