

## Business Administrations

	Remarks	Fees
Incorporation	Private Limited Company Incorporation	\$660.00
	Pte. Ltd. Incorporation + Corporate Secretary for 1 year (for a company with 3 or less shareholders)	\$780.00
	Company Limited by Guarantee	\$1,440.00

	Remarks	Fees
Corporate Secretary	<b>Corporate Secretary Package for 1 year (per client for up to 3 shareholders/directors)</b>	\$420.00
	<b>Includes:</b>	
	- Unlimited number of resolutions for non-routine services	
	- S\$60 Annual Filing government fee	
	- Corporate Secretary routine Annual Filing and AGM preparation	
	<i>The rate per company is calculated at the point of sale and renewal (ie if the company has 3 shareholders at the point of sale, but 5 a year later at renewal, then the rate will go from \$350 to \$400)</i>	
	For every additional natural shareholder or director	\$30.00
	For every additional Corporate Shareholder	\$60.00

	Remarks	Fees
Employment Pass	For a new client	\$1,200.00
	If client engages our corporate secretary service	\$960.00

	Remarks	Fees	
Others	Registered Office Address	Per year	\$288.00
	Nominee Director	Per year	\$2,160.00
	Payroll	Per person per month	\$30.00
	Bank Account Opening		\$240.00
	Striking Off		\$720.00
	Company Stamp		\$72.00
	Purchase of electronic documents from ACRA		\$12.00

## Accounting

Transaction Volume	Annual	Fees	GST Reviewing Fee
< 50 transactions		\$720.00	\$360.00
51 - 75 transactions		\$1,020.00	\$510.00
76 - 100 transactions	Includes: - Bookkeeping - Compilation of Unaudited Annual Statements - Tax: Filing of Estimated Chargeable Income (ECI) - Tax: Form C/C-S - Management Accounts: Annually - S\$300/yr additional if client's account has multi currency	\$1,200.00	\$600.00
101 - 125 transactions		\$1,380.00	\$621.00
126 - 150 transactions		\$1,560.00	\$702.00
151 - 200 transactions		\$1,920.00	\$864.00
201 - 250 transactions		\$2,220.00	\$888.00
251 - 300 transactions		\$2,520.00	\$1,008.00
Additional charges for 301 transactions and above (for every 50 transactions)		\$420.00	\$168.00

Transaction Volume	Monthly	Fees	GST Preparation & Filing Fee
< 10 transactions	Includes: - Bookkeeping - Compilation of Unaudited Annual Statements - Tax: Filing of Estimated Chargeable Income (ECI) - Tax: Form C/C-S - Management Accounts: Monthly - Access to Accounting Software (Xero) - S\$25/mth additional if client's account has multi currency (free for client with 76 txn & above)	\$120.00	\$42.00
11 - 30 transactions		\$240.00	\$84.00
31 - 75 transactions		\$420.00	\$126.00
76 - 125 transactions		\$600.00	\$150.00
126 - 200 transactions		\$780.00	\$195.00
201 - 300 transactions		\$1,020.00	\$255.00
Additional charges for 301 transactions and above, every 20 transactions		\$60.00	\$15.00

<b>Unaudited Report + Tax</b>	Preparation of unaudited report & tax only	\$960.00	Additional S\$20 for every adjustment Adjustment apply to accounting error (balance sheet does not balance, no depreciation etc.)
<b>Unaudited Report Only</b>	Preparation of unaudited report only	\$600.00	Additional S\$20 for every adjustment Adjustment apply to accounting error (balance sheet not balance, no depreciation etc.)
<b>GST Registration</b>		\$360.00	
<b>Audit Liaison</b>	In compliance with Singapore Financial Reporting Standards	\$600.00	
<b>XBRL Highlight</b>	If you have negative equity	\$240.00	
<b>Full XBRL</b>	If you have 21 - 50 individual shareholders or a corporate shareholder	\$600.00	

Tax ONLY	Services	Fees	Remarks
Corporate tax compliance	- ECI filing - Preparation of tax computation - Filing of tax return (Form C-S)	\$600.00 Additional \$120 if Form C is required \$240.00	Dormant company; no income and transaction
	Application for Waiver of Income Tax Return Submission	\$240.00	Qualifying conditions: - Dormant; - Submitted tax returns up to date; - De-registered for GST; and - No intention to commence business within the next two years.
	Only letter required stating that company has been dormant since incorporation	\$120.00	Conditions: - Dormant since incorporation - Has not completed full year - First tax return has not been issued
<b>Tax clearance for striking off</b>	- Preparation of tax computation(s) - Preparation of outstanding tax return	\$360 per outstanding YA	Cases that do not fall into the above category
<b>Application for Certificate of Residence (COR)</b>		\$120.00	Have to be authorised for IRAS e-services