

## All accounting services for SME starting at 62 EUR

Ecovis Vesiir OÜ price list of accounting services packages	Standard rate		Standard rate for Account Studio* users Discount 20%	
	EEK	EUR	EEK	EUR
Package for newly created companies <ul style="list-style-type: none"> <li>• first 6 months of operating</li> <li>• up to 50 documents</li> </ul>	1 200,00	76,69	1 200,00	76,69
Standard package:				
Standard rate/month <ul style="list-style-type: none"> <li>• up to 2 employees</li> <li>• up to 25 documents</li> </ul>	1 200,00	76,69	960,00	61,36
Extra fee:				
-for every additional employee	120,00	7,67	96,00	6,14
-for every additional document	12,00	0,77	9,60	0,61

Prices are exclusive of VAT.

The standard package covers all you company's needs:

- A. Standard accounting transactions and acts
  1. Document handling (sales/purchase invoices, bank transfers etc).
  2. Payroll/employee- related accounting
  3. Overall organization and administration of accounting
  4. Fixed assets accounting
- B. Reporting to local authorities
  5. VAT declarations
  6. Income and social taxes
  7. Annual reports (accounting during given year has been done by Ecovis Vesiir)
- C. Monthly reporting
  8. Balance sheet
  9. Income statement
  10. Cash-flow statement
  11. Accounts payables and accounts receivables

By agreement also more than once a month
- D. Monthly accountancy-related consulting up to one hour
- E. One AccountStudio end-user account for sales invoicing

## Prices for additional accounting-related services

<b>Additional services not covered by packages of accounting services</b>	<b>EEK</b>	<b>EUR</b>
Other work by junior staff member at time rates, price for hour	800,00	51,13
Other work by senior staff member at time rates, price for hour	1 500,00	95,87
Preparing a source document, price for hour	500,00	31,96
Preparing and submitting of other reports (to the Statistical Office of Estonia, the Bank of Estonia, etc.) is charged as preparing reports, checking the account books and other work at time rates, price for hour.	800,00	51,13
Preparing and submitting of the Intrastat report, pc	125,00	7,99
Each case of appearance of a commodity on the commodity invoice while preparing the Intrastat report, pc.	25,00	1,60
Preparing of payment order, pc.	46,00	2,94
Transfer of payment order, pc.	80,00	5,11
Address service (document mailing costs plus other postal service costs and direct costs are added), month	200,00	12,78
Telephone and fax services (postal costs are added), month	200,00	12,78
e-mail address service [initial order (as a pre-payment) minimum 12 months], month	100,00	6,39
Fee for keeping the documents of the previous accounting periods, Month/file or box	30,00	1,92

Prices are exclusive of VAT.