

CORPORATE TAX FILING FEE- ESTIMATED**

(HST is applicable)

Bookkeeping services - \$90 per hour *(includes recording bank/credit card transactions, reconciliation of ledger accounts using excel/quickbooks online/other software)*

- Approx. \$600 for yearly bookkeeping (600 transactions annually)
- Approx. \$1,100 for yearly bookkeeping (1,200 transactions annually)

Additional filings:

- T4/T5 filing - \$75 per slip (\$50 per slip for more than 5 employees)
- HST filing - \$150 per quarterly HST filing, \$400 for annual HST filing
- Payroll services are extra (up to 5 employees total) – includes preparing paystubs, payroll remittance schedule for client, ROE, WSIB, payroll entries etc. - \$25 per employee per month

Bookkeeping - review only (bookkeeping prepared by client) - \$200 per hour

- CPA review of bookkeeping prepared by the client and prepare adjusting journal entries and adjusted trial balance

CPA Compilation financial statements – starting at \$900

Tax T2 filing (annual)

- Nil filing (no income, no expenses) \$300
- Nil filing (no income, expenses only) ^ \$650
- **Basic T2 filing** (bookkeeping provided by the client) – *Review of bookkeeping, preparation of adjusting journal entries and filing of corporation T2 return - starting at \$1,100 for simple basic returns*

*** The fees indicated above reflect a good estimate of our engagement*

Our fees are payable as follows:

- 25% payable upon issuance of interim invoice at signing of engagement letter
- Remaining balance payable upon approval of final draft sent before filing or as per terms agreed upon in the engagement letter.

Firm billing rates (per hour)

CPA (principal) - \$250 plus HST

Associate - \$90 plus HST

Our Fee policy:

Should a client wish to not proceed with the engagement once authorization forms have been signed by the client, a minimum \$100 plus HST administrative fee per tax return will be charged. Any additional time spent on the engagement including phone, in-person or email correspondence will also be charged accordingly and deducted from the interim deposit. The remaining amount will be refunded to the client accordingly.