

ADDITIONAL SERVICES

According to the Office for National Statistics, **20% of businesses fail in their first year and around 60% within their first three years. It's all too easy for a business owner to get so embroiled in the day-to-day operation, doing too much of the 'doing' that they forget to focus on key information, review it and take action on it.**

To avoid these situations, we have the following additional services that we offer. Should you be interested in adding any of these to your bookkeeping package, please let us know.



MANAGEMENT ACCOUNTS

We will provide you with monthly or quarterly management accounts for you to review at your leisure or with your accountant to assess how the business is performing financially. This gives a great insight into areas of the business that are over or under performing.

Monthly £25 p/m
Quarterly £45 p/q (£15 p/m)



MAKING PAYMENTS

Are you fed up with making multiple payments to an endless list of suppliers? Maybe simply making the payroll payments each week or month is a laborious task in itself? We can simplify this process for you by creating a payment link for you to review. And the best part... it will only take approximately 5 minutes of your time and all of your payments are made!

Payroll payments from £45 p/m
Supplier payments from £75 p/m
For full details and pricing [click here](#)



PAYROLL

If you need monthly or weekly payroll processing alongside your bookkeeping services, we can help with this. Payslip emails, RTI filings and pension uploads are included in the price.

1 - 10 employee	£50 p/m	16 - 20 employees	£90 p/m
11 - 15 employees	£70 p/m	Software set up fee	£115

For weekly payroll, double the above cost
eg. For 1-10 employees, £50 x 2 = £100 p/m



perfectbalanceLtd

ADDITIONAL SERVICES

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balance
bookkeeping services



TAX RETURNS

We provide a Self-Assessment Tax Return service. We will send you a Tax Return form for completion along with a tax return guidance document for additional assistance. You will have a dedicated point of contact who will prepare and send you a draft tax return copy for your approval before it is filed.

Payroll payments from £45 p/m

Supplier payments from £75 p/m

For full details and pricing click [here](#)



XERO BOOKKEEPING SUPPORT

Do you want the security of knowing you have somebody to turn to for help? Maybe you carry out part or all of your own bookkeeping but have questions every now and then that you could use some help with?

With our Xero Software Bookkeeping Support packages, we are on hand to answer any queries you have.

Monthly fee* £40 Payable monthly in advance by direct debit

6-month package £192 (Saving 20%). Payable in advance

*minimum 2 month period required

For full details and pricing click [here](#)



XERO TRAINING

Whether you are VAT registered or not, using a software is a great way to keep track of your finances, we offer a variety of Xero Software Training Courses to suit.

Our courses are from 2 – 6 hours in duration and can be used to cover a variety of Xero topics to suit your individual needs.

Up to 2 Hours £120 Up to 4 Hours £200

Up to 3 Hours £160 Up to 6 Hours £280

GET IN TOUCH

We'd love to support you and your business...for more information or to add any of the above services please contact us.



perfectbalance ltd

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