

W.T. Accounting Services

Fixed Fees for Payroll Services

There is a minimum total payroll fee of £100.00 per annum regardless of the fee calculated below.

Fees are payable quarterly if below £50.00 per quarter, otherwise they are payable monthly.

The maximum fees exclude services such as drafting contracts of employment, preparing P11ds and advising on employment law and other extra costs.

The fees are made up as follows

Preparing a wage slip	£2.00 per employee per payroll run
Preparing a P45	£2.00 per leaver
Setting up a new employee	£2.00 per new employee
Statutory Maternity Pay (if applicable)	£5.20 per confinement
Statutory Sick Pay (if applicable)	£2.00 per claim per employee
Student Loans (if applicable)	£5.20 per claim
Tax Credit (if applicable)	£2.00 per employee per annum
Preparing Annual P60s	£2.00 per employee per annum
Preparing a P35 Annual Summary	£2.00 per employee per annum
Attachment of earnings (if applicable)	£2.00 per attachment
Preparing P11ds	Fee charged on a time basis
Advice on employment law	Fee depends on circumstances
Preparing contracts of employment	Fee depends on circumstances
Other services	Fee on application