

**Tax & Accounting Price List**

**CZECH REPUBLIC**

<b>Bookkeeping</b>	
Opening accounts, tax registrations	<b>3 000 CZK (120 EUR)</b>
Bookkeeping fee <b>VAT non-payer</b>	<b>500 CZK (20 EUR)/month</b> (incl. max. of 20 account. items)
Bookkeeping fee <b>VAT payer</b>	<b>1 000 CZK (40 EUR)/month</b> (incl. max. of 40 account. items)
Every other account. item over the monthly fee	<b>25 CZK (1 EUR)/item</b> (up to total of 200 items/month)
	<b>20 CZK (0,80 EUR)/item</b> (starting by item 201 and following)
	Individual prices may be agreed over 300 items/month.
VAT return and connected reports incl. filing to the revenue authority	<b>800 CZK (30 EUR)/month</b>
VAT aggregate statement incl. filing to the revenue authority	<b>500 CZK (20 EUR)/month</b>
Financial Statements and income tax return incl. filing to the revenue authority	The average amount of monthly charges (fee + additional items) for the time period relevant for the financial statements. Minimum of 5 400 CZK (200 EUR) shall be applicable.
<b>Salary Evidence</b>	
For each employee	<b>250 CZK (10 EUR)/month</b> (up to total of 10 employees/month)
	<b>200 CZK (8 EUR)/month</b> (starting by employee 11 up to total of 30 employees)
	<b>150 CZK (6 EUR)/month</b> (starting by employee 31 and following)
	Individual prices may be agreed over 50 employees/month.
Preparing statutory reports for revenue authority, social security and health insurance for each employee incl. filing to the institutions	<b>250 CZK (10 EUR)/report</b>
Registering, deregistering and changing registration details for Czech employees with the relevant institutions, incl. preparing and issuing declarations and forms for starting the personal agenda	<b>150 CZK (6 EUR)/activity</b>

Issuing certificate on employee remuneration upon request	<b>150 CZK (6 EUR)/activity</b>
Issuing certificates of employment	<b>150 CZK (6 EUR)/activity</b>
Annual employee income tax clearance on request, incl. the annual PIT return and settlement declaration for the Revenue Authority	<b>300 CZK (12 EUR)/employee</b>
<b>Other Services</b>	
Tax Advising, consultations, communication with authorities, representing in fiscal proceedings etc.	<b>Agreed hourly rate shall be applicable.</b>

Fee/price for item includes all expenses and further handover of the document, formal check of the document concerning the Income Tax Act, Act on Accounting and Value Added Tax Act before accounting, making records in the accounts, respectively making records concerning VAT in the statutory amounts, material check of the document concerning the Income Tax Act, Act on Accounting and Value Added Tax Act.

The hourly rates do not include expenses (judicial and administrative fees, expert report fees, travelling expenses outside The City of Prague, postage fees etc.)

Amounts are stated excluding VAT 21%.