

## ADDITIONAL SERVICES FEE SHEET

Service	Fee
Additional bank account reconciliation per account {over 2}	\$25
Preliminary or extra financial statement generation	\$65
Each additional preliminary at year-end {after one free}	\$65
Rerun monthly financial statements	\$65
Rerun year-end reports	\$175
Special accounts payable or payroll processing	\$45
Unscheduled Christmas bonus run	\$125
Payroll check reversal/void	\$25
Additional NetClient CS admin user {after 2}	\$25/month
Positive Pay {\$70 set up fee}	\$40/month

Internal or External Staffing / Training / Consulting	Fee
Special courier delivery	\$25
Custom report setup	\$150 per hour
Clerical administrative work {general, key entry, filing}	\$80 per hour
Bookkeeping work {entry of accounting data, history, contributions, etc.}	\$100 per hour
Accounting {bank reconciliations, g/l work, journal entries, financial statement work}	\$150 per hour
Professional staff consulting / training	\$175 per hour
Executive consulting / training	\$200 per hour

