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1099-MISC PREPARATION CHARGES-2019

Base rate	\$ 16.00
Plus each 1099-MISC prepared	\$ 10.00

PAYROLL PREPARATION CHARGES-2018

Set up Charges

Per Employee	\$ 6.00
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Payroll Check Preparation

Direct Deposit Base Rate Per Payroll	\$ 16.00
Plus Each Employee Check/Deposit	\$ 3.75 per deposit

Base Rate Per Check Run	\$ 16.00
Plus Each Employee Check	\$ 1.75 per check

Deduction Checks (child support, assessment checks, etc.)	\$ 15.00
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**Complicated Time Card Entry 10%-20% surcharge may apply.*

Payroll Tax Deposit Preparation

EFTPS filing	\$ 15.00
On line Iowa Tax filing	\$ 15.00

Quarterly Payroll Tax Return Preparation

Base Rate	\$ 35.00
Plus Each Employee	\$ 2.00

Yearend Payroll Tax Forms Preparation

Base Rate	\$ 50.00
Each W-2 and W-3 form	\$ 6.00

Sales Tax: Charge standard hourly rate plus out of pocket costs minimum \$25.00

**Checks purchased separately.*

AFTER THE FACT PAYROLL TAX RETURN PREPARATION

Cost of preparation will be based upon our standard hourly rates plus out of pocket costs.