

Price List from 2022 VOH, Virtual Office Help Herrera Tejera

VOH, Virtual Office Help Herrera Tejera, +41 79 442 64 81, info@voh-herrera.ch, www.voh-herrera.ch



General services and isolated assignments

	CHF / hour
Consult exclusively by videoconference	75.00
Tax questions and consultations / tax return (only for individuals and sole proprietorships)	75.00 Consult from 65.00 Flat rate. Look at tax return prices
Secretariat, writing service, administration and more (such as delegations, Italian / German / Spanish interpreting, etc.)	75.00 For isolated assignments
Personnel administration and accounting with the "Banana" or "Excel" software	85.00 For isolated assignments
Translations (Italian / German and vice versa)	85.00 + Third party correction surcharge
Travel time in transfers	20.00 For ¼ hour
Kilometers in travel	1.50 For km

Services for companies / permanent assignments

	CHF/hour
Virtual or Personal Assistance: <i>Secretariat, writing service, administration, personnel administration, accounting and more (such as delegations, Italian / German / Spanish interpreting, estimates, invoices, reminders, etc.)</i>	60.00

Tax return prices (per package / flat rate) for individuals and sole proprietorships

	CHF
Young people up to 21 years in training and AHV / IV retirees	65.00
Individuals	75.00
Single parent families / unmarried couples with children	80.00 for each tax return
Families	90.00
Supplements on tax returns (flat rate)	
Main property supplement	30.00
Additional property surcharge	25.00
Supplement for extended titles in the index of accounts and investments (after four positions)	30.00
Individual enterprise / Freelance supplement	40.00
Asset supplement starting from a total assets of CHF 100'000.00	0.025% on the total assets
Proxy supplement and / or accompanying letters or explanations (for tax return)	25.00
Urgency surcharge (within 10 days of complete delivery of documents)	25.00
Surcharge for paper correspondence	25.00

Photocopy service (Price per page / sheet)

	Unilateral	Double-sided
A4 b / w photocopies	0.30	0.40
A4 color photocopies	0.65	0.90

Postage, telephone charges and other extraordinary expenses will be charged on the basis of real expenses.

All prices are without VAT (company not subject to VAT) - invoice payment terms: net within 5 days. Invoices are issued from the portal smallinvoice.com and managed by the AbaNinja portal .

Payment methods also in the following currencies CHF / EUR / USD :

Cash

Credit / debit cards and Twint



Invoice

PayPal

Skrill

Bitcoin

Errors, omissions and changes excepted.