



**BUSINESS DETAILS**

CONTACT NAME:

BUSINESS NAME:

ABN / TFN:

EMAIL ADDRESS:

MOBILE PHONE:

WORK PHONE:

DESCRIPTION OF BUSINESS:

BUSINESS ADDRESS:  STREET:  STATE:

CITY/SUBURB:  POST CODE:

BILLING ADDRESS:  STREET:  STATE:

CITY/SUBURB:  POST CODE:

**OUR FEES**

Our professional fees for the services we provide will be based on the rate schedule below. Our standard professional fees (pre GST) are subject to any notification of any changes to the rates.

**STAFF HOURLY RATE (EXCL GST)**

Accountant	\$210
Bookkeeper	\$90
Xero	\$210
<i>software support, training, setup/conversion, review or health check</i>	

ClarityNT charge per hour as per the schedule above. You may be provided with an estimate prior to the commencement of services, but this is an estimate only and may vary depending on the level of work required at the time of your appointment. If you have budget restrictions, please discuss this with our team when making your appointment.

By signing below, I confirm that acknowledge and agree to the fees for services rendered as detailed above and I agree to paying my account in full by the due date on the invoice issued by ClarityNT.

Signature: .....

Date: .....