

Quotation of monthly consultation fee (for total plan)

1. Basic advisory fee	JPY 50,000 yen
("monthly checking" and "bookkeeping")	
2. If we need to make payroll (*1)	
2-1. Around five employees	+ JPY 5,000 yen
2-2. Around ten employees	+ JPY 10,000 yen
3. If you are a consumption taxpayer (*2)	
3-1. Ordinary type	+ JPY 20,000 yen
3-1. Simple type	+ JPY 10,000 yen
4. If you want us to use English as a way of communication	+ JPY 10,000 yen
5. If you want us to organize documents	+ <u>JPY _____ yen</u>
6. Other additional fee or discount (*3)	<u>± JPY _____ yen</u>

Total monthly fee (excluding tax) JPY _____ yen

Note;

*1 If you hire more than 10 employees, we estimate whether any additional fee is needed or not.

*2 In Japan, there're two ways for making consumption tax filing.

*3 In these cases, we might ask you some additional fee;

- We have to check or make large amounts of past year's accounting data
- You are not good at using e-mail or LINE

On the other hand, we can offer some discount such cases as;

- you use internet banking and can connect the data to cloud accounting software.