

NEOFIN PRICE LIST OF BASIC AND ADDITIONAL SERVICES

HR and Payroll services – net prices PLN per person

Basic services in the area of HR and payroll are settled in accordance with the following price list under the contract based on the number of employees covered by HR and payroll services or only payroll.

A lump sum fee may be added to the rates specified in the price list for increased labour intensity resulting from the specificity of the enterprise.

No of employees covered by the service	HR&Payroll		Payroll		Payroll supervision		Annual PIT-11
	UCP	UOP	UCP	UOP	UCP, B2B	UOP	
up to 50	60,00	90,00	50,00	70,00	15,00	15,00	50,00
51 - 250	55,00	80,00	45,00	55,00	14,00	14,00	45,00
251 - 1000	50,00	75,00	40,00	50,00	13,00	13,00	40,00
over 1000	individually		individually		individually		individually

UOP - form of employment of employees for settlements - employment contract

UCP - form of employment of employees for settlements - civil law contract

Payroll supervision - verification of payroll settlements - it does not include the settlements themselves

Financial and accounting services (FA) - net prices PLN

Basic services in the area of finance and accounting are settled as part of a flat fee. The flat fee is determined individually based on the labour intensity parameters estimated before signing the contract. The following services are priced outside the flat fee.

Service	Price
Accounting policy	750,00
Accounting policy in Express mode	1200,00
Financial statements	one-month salary
Auditable financial statements	one and a half months salary

Additional HR & Payroll and Financial & Accounting services – net pieces PLN

Additional services are performed under a separate contract and settled at an hourly rate - *fee in advance, to be used for 6 months.*

Service	Price
1 h without package	200,00
10 h Package	1800,00
20 h Package	3200,00
1 h in Express mode	250,00

Other services – net prices PLN per month

Additional services are performed under a separate contract and settled at an hourly rate

Service	Unit	Price
Access via enova365 RDP	5 accesses	1000,00
Access via www enova365 multi	1 access	30,00
enova365 Dashboard for Accounting Office Client	1 access	40,00
Archiving the database after the termination of the contract	1 base/month	50,00
Archiving the active database after the termination of the contract	1 base/month	100,00

More information on Neofin services can be found in the **“Regulations for the provision of services under the cooperation agreement with the accounting office”** (Neofin Regulations).