

BusinessClub is a complete package to cater for all Income Tax and GST compliance requirements of our business clients. We manage this by the use of software such as Bankfeed and Cashflow Manager.

BusinessClub provides peace of mind with regard to meeting your ATO obligations; fixed fees with no hidden surprises; priority service; and monthly payments to help your budget.

BusinessClub Guarantees

- *BusinessClub* guarantees professional assistance with Australian Taxation Office audits provided the audit relates to tax returns we have prepared.
- *BusinessClub* guarantees you will not be liable for any late lodgement fees or penalties imposed by the Australian Taxation Office, provided you have fulfilled your client obligations required by the *BusinessClub* program.
- *BusinessClub* guarantees a fixed monthly fee till 30th June each year.

Main Features:

- Preparation and lodgement of monthly or quarterly Business Activity Statements (BAS) for the business.
- Preparation and lodgement of relevant monthly or quarterly Instalment Activity Statements (IAS) for individual owners or directors of the business.
- Preparation and lodgement of Annual Income Tax Returns for Individuals, Partnerships, Trusts and Companies
- Annual Tax and Compliance Review where appropriate.
- Unlimited access to resolve any technical tax or business issues.
- Bankfeed subscription is included, where appropriate.
- Access to Special Business newsletters and Features at www.villageaccountants.com

Additional Features for Companies and Trusts:

- Corporate Secretarial Services regarding the maintenance of the Company and/or Trust Register.
- Preparation and lodgement of the Australian Securities and Investment Commission (ASIC) Annual Review.

What is NOT included?

- Business Development Consulting and Business Purchase, Sale or Valuation Services. These services are available by separate arrangement and additional fees are applicable.
- Technical support for your computer software.

Your Obligations to us:

- Authorisation for the provision of Bankfeed statements.
- Complete the Monthly Checklist and provide your data by the due date required.
- Pay your monthly fee approved by Credit Card instalment, cheque, or EFT.
- Purchase any required software (Cashflow Manager is recommended).

Terms of Engagement:

- Delivery of data and/or payment of fees will be considered as acceptance of all conditions and obligations.
- Fees are due and payments are required monthly in advance. The equivalent of 12 monthly instalments must be received before Income Tax Returns will be completed.
- You may discontinue the service at any time with one month's written notice required.
- We may discontinue your service at any time, if you fail to meet your obligations.
- No refunds or discounts are applicable if your service is discontinued for whatever reason.
- We may pursue recovery for any outstanding fees due until the end of the notice period.
- Fees are always due to the end of the notice period no matter the circumstances of prior payments in arrears, or provision of data, or records, or information

What is required to start BusinessClub?

- Complete the payment authority.
- Complete a Bankfeed authorisation form.
- Purchase and install any required software. We sell and recommend Cashflow Manager.