KASTRATI
CONSULTING

BOOKKEEPING
COMPANY FORMATION

PERSONAL. CLEAR. TRANSPARENT.

Services & Prices.

2027

Bookkeeping and company formation for businesses and the self-employed. Personal support for your business and private matters.

Clear figures. A strong start.

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01 / COMPANY FORMATION

A good beginning.

Formation costs and included services for your chosen legal form.

Sole proprietorship

CHF 450

INCLUDED

- Registration as self-employed

NOT INCLUDED

- Commercial register fees

General partnership

CHF 600

INCLUDED

- Registration as self-employed

NOT INCLUDED

- Commercial register fees

GmbH with capital contribution

CHF 1’500

INCLUDED

- Notary
- Draft articles of association and all related documents
- Registration with the social insurance office
- SUVA registration or accident insurance quotes
- Daily sickness allowance insurance quotes
- Pension fund quotes

NOT INCLUDED

- Signature certification
- Commercial register fees
- Capital deposit account

AG with capital contribution

CHF 1’500

INCLUDED

- Notary
- Draft articles of association and all related documents
- Registration with the social insurance office
- SUVA registration or accident insurance quotes
- Daily sickness allowance insurance quotes
- Pension fund quotes

NOT INCLUDED

- Signature certification
- Commercial register fees
- Capital deposit account

Excluded fees and services are listed separately above. VAT information is on page 09.

02 / ACCOUNTING

Your figures in focus.

Ongoing bookkeeping, year-end accounts and declarations in a clearly defined package.

Financial accounting for GmbH / AG

420 entries per year
Average 35 per month; freely distributed over the year.
Including payroll
for 1 managing director

CHF 420

per month

Included in the monthly package

- Bookkeeping and payroll
- Annual accounts including year-end entries
- VAT return using the net tax rate method
- Company tax return
- Application for the managing director's child allowances
- Application for maternity allowance / allowance for the other parent

Salary declarations

- Social insurance office (AHV/IV/EO/ALV)
- Pension fund (BVG)
- Accident insurance
- Daily sickness allowance insurance

Services tailored to your business

The monthly package applies to GmbH and AG companies. Sole proprietorships and general partnerships receive a separate quote. Setup and additional services are on the next page.

02 / ACCOUNTING

Extras as needed.

Optional services tailored to your needs.

SERVICE	PRICE IN CHF
Initial setup One-off at the start of the contract. Existing user access is charged at a reduced rate. Banana, EasySalary, AHV-easy, SUVA, MwSt.-Pro, Portal-Bau, SVA Aargau.	350 one-off
Dropbox for receipt scanning	Free of charge annually
Fixed asset schedule with depreciation For example vehicles, machinery, laptops and mobile phones.	560 per year
Coverage under a collective employment agreement (GAV)	350 per year
VAT return using the effective method	350 per year
Each additional entry Billed at year-end.	2.50 per entry
Read-only e-banking access Optional; solely for downloading bank statements. Other services are excluded.	Free of charge

Other services

Unlisted services are charged by time spent / per assignment, or as agreed in writing in advance.

CHF 140 / hour
CHF 35 per 15 minutes

Sole proprietorships and general partnerships: separate quote.

03 / PAYROLL & PERSONNEL

For your team.

Payroll and administration for your employees.

Employee payroll

Payroll processing and reporting for your employees.

CHF 70

per employee per month

Included services

- Monthly payslip
- Annual salary certificate
- Application for child allowances
- Application for maternity allowance / allowance for the other parent
- Withholding tax registration

Salary declarations

- Social insurance office (AHV/IV/EO/ALV)
- Pension fund (BVG)
- Accident insurance
- Daily sickness allowance insurance

Personnel administration

SERVICE	FOR SMEs PRICE IN CHF
Employment contract	70 per document
Notice of termination or warning	35 per document
Employment confirmation, interim or final employment reference	35 per document
Employer's certificate Unemployment insurance fund / RAV	70 per document
Interim earnings form Unemployment insurance fund / RAV	35 per document

Other services

Unlisted services are charged by time spent / per assignment, or as agreed in writing in advance.

CHF 140 / hour

CHF 35 per 15 minutes

04 / BUSINESS ADMINISTRATION

More time for business.

Administrative services for SMEs - individually or charged by time spent.

ADVICE & SUPPORT

Charged by time spent, billed in 15-minute increments.

CHF 140 / h

CHF 35 per 15 minutes

Audits and inspections

Audits, collective employment agreement (GAV) checks and labour market inspections.

Advice at your premises

Travel time for the outward and return journeys is also charged.

Advice in the office or by phone

Personal advice at KASTRATI CONSULTING or by phone.

Telephone enquiries

Enquiries charged according to the time required.

SERVICE	PRICE IN CHF
Prepare an invoice, quote or payment reminder For your customers; up to 15 minutes of work.	35 per document
Prepare a power of attorney / general power of attorney Up to 30 minutes of work.	70 per document
Order documents Debt enforcement register extract, ZEK information, etc.; up to 15 minutes of work.	35 per document
Prepare a debt enforcement request Up to 1 hour of work.	140 per document
Registered business address	140 per month
Mail service & forwarding Weekly by email, up to 1 hour per month; postal charges excluded.	105 per month
Letter postage fees	4 flat fee per letter

Other services

Unlisted services are charged by time spent / per assignment, or as agreed in writing in advance.

CHF 140 / hour

CHF 35 per 15 minutes

05 / PRIVATE CLIENTS

Tax, made clear.

Base price and additional charges for your personal tax return.

Basic tax return

Excludes property, securities portfolio and income and expense statement.

CHF 100

per tax return

Additions to the base service

SERVICE	PRICE IN CHF
Property without a cost breakdown Excludes a breakdown of value-enhancing or maintenance costs.	**35** per property
Property with a cost breakdown Improvement or maintenance costs; maximum 6 receipts per property.	**70** per property
Securities portfolio Shares, funds, crypto, etc. Charged by time spent; estimated in advance.	**from 70** by time spent
Self-employed: income and expense statement Charged by time spent; estimated in advance.	from 140 by time spent

Additional services

Unlisted services are charged by time spent / per assignment at an hourly rate of **CHF 140** or as agreed in writing in advance.

06 / PRIVATE ADMINISTRATION

Everyday support.

Personal advice and support with administrative matters.

ADVICE & FORM ASSISTANCE

Charged by time spent, billed in 15-minute increments.

CHF 140 / h

CHF 35 per 15 minutes

Advice at your premises

Travel time for the outward and return journeys is also charged.

Advice in the office or by phone

In person at KASTRATI CONSULTING or by phone.

Telephone enquiries

Enquiries charged according to the time required.

Form assistance

Help with forms, charged by time spent.

Documents & postage

SERVICE	PRICE IN CHF
Prepare a power of attorney / general power of attorney Up to 30 minutes of work.	70 per document
Order documents Debt enforcement register extract, ZEK information, etc.; up to 15 minutes of work.	35 per document
Letter postage	4 flat fee per letter

Other services

Unlisted services are charged by time spent / per assignment, or as agreed in writing in advance.

CHF 140 / hour

CHF 35 per 15 minutes

07 / WORKING TOGETHER & TERMS

Personally here for you.

Trust begins with clarity.

I support businesses and the self-employed, with a focus on bookkeeping. Trust, precision and practical solutions are at the heart of my work.

This price list gives you a transparent overview of my services and terms. I look forward to supporting you personally.



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Validity of the price list

This price list takes effect on 18.09.2026. Subject to change. Price adjustments will be communicated in good time, no later than 31 October of each calendar year.

Value added tax (VAT)

All prices exclude VAT. KASTRATI CONSULTING is currently not liable for VAT. If KASTRATI CONSULTING becomes liable for VAT in the future, the VAT required by law will be charged in addition to the listed prices. This does not constitute grounds for terminating the engagement.