

JobKeeper Service Offering

Scope of work and our fees

We can complete the following work for a fixed fee of \$3,000 (plus GST):

- An initial phone discussion with you and/or your client regarding their employer entity and the approach to the turnover calculation;
- Review of responses to the attached GST turnover checklist and a discussion of up to 1 hour on any queries. The GST turnover checklist has been designed to be self-explanatory. However, if you require guidance on the turnover test, you can access our webinar [here](#);
- Review of draft calculations for the decline in turnover test prepared by you or your client. The attached JobKeeper model should be used for the calculations. A link to a 10 minute video demonstrating how to complete the model can be found [here](#);
- One round of reworking the GST turnover calculations as required; and
- Preparation of an email with our findings regarding eligibility for the JobKeeper Payment.

We are happy to provide a separate fee estimate if your client requires any assistance in addition to that set out above, including the following:

- Assistance with completing the GST turnover checklist. This would involve a telephone discussion with one of our GST experts who can step you and/or your client through the checklist.
- Assistance with the initial calculations and adjustments necessary to determine whether the decline in turnover test will be satisfied.

- More than one round of reworking the GST turnover calculations prepared by you or your client.
- Reviewing the BAS lodged for either the test period or the comparison period. Our scope above assumes that the figures in the BAS are correct.
- Assistance with completing a decline in turnover test using an alternative test prescribed by the ATO. Our scope above assumes the use of the basic test as set out in the JobKeeper rules.
- Assistance with completing a decline in turnover test using an accounting accruals method. Our scope above assumes the use of the standard GST attribution method for BAS reporting purposes.
- Making the application to the ATO for the JobKeeper Payment.

Information request

To undertake the required work, we will require your assistance with the following:

- Completion of the attached GST turnover checklist.
- Preparation of initial GST turnover calculations using the attached JobKeeper model.
- Where relevant, providing us with any projections of future turnover.
- Providing copies of the lodged BAS and supporting workpapers for
 - the 2020 test period (if required); and
 - the 2019 comparison period.

For assistance please contact one of the following members of the Pitcher Partners' GST team



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