

PRICE LIST

STANDARD FEES 2025

+264 81 292 9311

info@integritas.com.na

Walvis Bay . Swakopmund

www.integritas.com.na



INTEGRITAS

diligence . quality . reliance

Secretarial Services*

rate

N\$ excl.

N\$ incl.

Annual Fee (Annual BIPA Return/Reg. Office/AGM Minutes with Audit)	yearly	1 000	1 150
Client Take On (Engagement Letter + KYC/FIA Screening + Publ. Officer)	once-off	750	862.50
Client Handover (Resignation Letter + File Handover Preparation)	once-off	500	575
Beneficial Ownership Preparation & Submission	once-off	500	575
BIPA Good Standing	once-off	500	575
Secretarial Audit/Other Services	per hour	650	747.50

CLOSED CORPORATION

Name Reservation (CC8)		650	747.50
Founding Statement (CC1)		1 350	1 552.50
Amended Founding Statement (CC2)		1 500	1 725
Deregistration (Minutes + CC6)		1 500	1 725
Dormant CC AGM + Tax Return Letter		650	747.50
C.C. Registration Total Costs		2 975	3 387.50
CC8 + CC1 + Client Take On		2 750	3 162.50
BIPA Fees		225	225

COMPANIES

Registration (CMs + Minutes + Engagement Letter + Register)		8 000	9 200
Update CM Documents	per doc	600	690
Deregistration		3 000	3 450
Trade Mark Registration		5 000	5 750

*Prices Exclude BIPA Filing Fees/Disbursements



Accounting & Taxation Services

rate N\$ excl. N\$ incl.

MONTHLY

Processing, Receiver Queries, Payroll, Calculations, etc.	per hour	400	460
Submission of Return (ITAS/VET/SSC & Saved Copy)	per return	200	230
ASYCUDA Report (Extract & Email)	per report	200	230
Management Accounts (for Monthly Processing Clients only)	monthly	FREE	FREE

ANNUAL

Provisional Tax Return (Trading)	per return	600	690
Final Tax Return (Trading)	per return	600	690
Nil Returns (Dormants)	per return	300	345
Workmens Compensation - SSC	per return	600	690

Professional Services

rate N\$ excl. N\$ incl.

Basic Level (Junior/Senior)	per hour	600	690
Senior Level (Supervisor/Manager)	per hour	850	977.50
Management Level (Associate/Partner)	per hour	1 100	1 265
Management Accounts	per hour	650	747.50
Cash Flow Calculations/Forecasts	per hour	850	977.50
Business Plans	per hour	850	977.50

Ad Hoc Taxation Services

rate N\$ excl. N\$ incl.

Tax Registrations (Income, VAT, PAYE, Prov., ITAS, SSC, VET etc.)	per tax type	500	575
Housing Scheme Registration		1 000	1 150
VAT Audits (Selection to Payout)	per hour	500	575
Other Queries or Issues to be Resolved with RoR/SSC/NTA	per hour	500	575
Good Standing (Tax/SSC/NTA)	once-off	500	575
Deregistration (per Tax Type)	per tax type	500	575

