

PATA Payroll Service

for payroll peace of mind



Monthly Payroll Charges (for non-members of PATA) – January 2025

Number of Employees Paid	Monthly Fee Basic Service	Monthly Fee Including pension*	Number of Employees Paid	Monthly Fee Basic Service	Monthly Fee Including pension *
1	£12.45	£15.82	11	£122.10	£134.31
2	£24.70	£27.17	12	£130.80	£143.88
3	£36.75	£40.43	13	£139.10	£153.01
4	£48.60	£53.46	14	£147.00	£161.70
5	£60.25	£66.28	15	£154.50	£168.41
6	£71.40	£78.54	16	£160.80	£175.27
7	£82.25	£90.48	17	£166.60	£181.59
8	£92.80	£102.08	18	£171.90	£187.37
9	£103.05	£113.36	19	£176.70	£192.60
10	£113.00	£124.30	20	£181.00	£197.29
			Over 20 - £9.00 per employee		
Employer Payment Submission (EPS): Mandatory submission to HMRC if no employees processed within the month: £ 3.90					

Additional Services	
Additional Payroll Reports	£ 2.00 per report
Re-Run of Monthly Payroll	£ 25.00 plus £ 5.00 per payslip
Annual Salary Calculations	£ 15.00 for the first employee plus £ 5.00 per additional employee
Holiday Pay / Leavers Final Salary & Redundancy Calculations / Salary Recalculations / Forecasts	£ 15.00 per employee
Submission Sheet Admin Fee	£ 15.00
Completion and Submission of Declaration of Compliance to The Pension Regulator	£ 15.00
Charge for payment of payroll fees by cheque (due to admin and bank charges)	£ 1.00

* Includes pension update service for NEST, The People's Pension, Smart Pension (Legal & General) and Standard Life Pension only

If you would like more information about the PATA Payroll Service
Please contact us on 01452-541244 or email payroll@pataglos.org.uk

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