

**CURRENT CLIENT  
MONTHLY PAYROLL FEES**

April 2024 - March 2025



**OLD RATES**

No. of Ees	Payroll Set Up Fee	2023/24 Monthly Payroll Run Basic Fee	Monthly Pension Admin Fee
1	NIL	£37.50	£5.00
2 - 3	£20.00	£49.50	£10.00
4 - 5	£30.00	£60.00	£15.00
6 - 10	£40.00	£71.50	£20.00
11-15	£50.00	£89.25	£25.00
16 - 20	£60.00	£100.00	£30.00
21 - 25	£70.00	£115.50	£35.00
26- 30	£80.00	£141.75	£40.00
31 - 35	£100.00	£183.75	£50.00
36 - 40	£125.00	£194.25	£60.00
41 - 45	£150.00	£210.00	£80.00
46 - 50	£175.00	£240.00	£75.00

**NEW RATES**

% Increase	Monthly Increase	2024/2025 Monthly Payroll Run Basic Fee	2024/2025 Monthly Pension Admin Fee	End of Year Check and P60s 2023/2024
5.00%	£1.88	£37.50	£5.25	NIL
5.00%	£2.48	£52.00	£10.50	£30.00
5.00%	£3.00	£63.00	£15.75	£35.00
5.00%	£3.58	£75.00	£21.00	£40.00
5.00%	£4.46	£93.00	£26.25	£50.00
5.00%	£5.00	£105.00	£31.50	£60.00
5.00%	£5.78	£121.00	£36.75	£70.00
5.00%	£7.09	£148.00	£42.00	£90.00
5.00%	£9.19	£193.00	£52.50	£120.00
5.00%	£9.71	£204.00	£63.00	£130.00
5.00%	£10.50	£225.00	£84.00	£140.00
5.00%	£12.00	£260.00	£78.75	£150.00

For Payrolls of 50+ Employees please contact Zest Payroll for fees

**Pension Auto Enrolment Set Up Fee (with NEST Pensions):**

1 Employee	£50.00
2-10 Employees	£150.00
10-20 Employees	£200.00
21-50 Employees	£300.00

\* Completion of the first Declaration of Compliance with The Pension Regulator is included in the NEST set up fee.  
For non NEST Pension users, there is a £20 charge for the completion of the Declaration.

**£40.00**

New Employee Set Up (Following Initial Payroll Set Up):

P45 for Leavers:

ePayslips via Pay Dashboard:

Additional work outside of the monthly payroll run  
eg. redundancy pay calculations, HMRC inspection):

Should the PAYE scheme require closure, the Admin fee will be half of the monthly payroll fee at the time of cessation.

Where no payroll calculations are required for any payroll run, a retainer fee of £15.00 shall be charged for HMRC submission admin.