

## Administrative support

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*... entrust us with your tax return **2017**  
... appropriate rates and personalized service*

### Your tax return

#### Tax return

- Preparation of your tax return,
- Application for deadline if required,
- Change request for monthly instalments,
- Control of taxation,
- Estimation of the tax burden,
- Drafting of claims/complaints with the authorities in case of error or omission,
- Negotiation of tax payment plans,
- Copy for your records.

#### « à la carte » service

- We wish to relieve you of this painful and tedious task which is the filing of the tax return and improve your tax burden,
- It is you who choose the way of communicating with us: via mail/e-mail or at your home upon request.

#### Rates

- Fair rates policy to suit your situation,
- Computer based tax return in two copies (copy for you) : CHF 495.-, all-inclusive,
- Possible discount depending on your situation,
- Tax return for students : CHF 100.-,
- Specific quote prior to work and without any commitment on your part for very complicated tax returns.

#### French, English, German, Russian

- To better serve you, we speak French, English, German, Swiss-German and Russian.

For new customers, please attach a copy of your last tax return and its related taxation