

# «tax return»-order



		spouse
first name, last name		
date of birth		
nationality		
denomination		
civil status		
profession		
street		
post code, city		
phone number/s		
e-mail		

## order types

The prices (include VAT) are valid for tax returns in Switzerland and Liechtenstein. Regardless of your choice, the most favourable tariff for your tax return will be charged.

<input type="checkbox"/>	<b>Package price for type «simple»</b> <i>single person, without children, without property</i>	CHF	115.--
	<ul style="list-style-type: none"> <li>▪ up to five account positions (<u>without asset positions</u>)</li> <li>▪ employment income with professional expenses</li> <li>▪ education and/or further education expenses</li> <li>▪ healthcare costs (declared with annual health insurance certificate)</li> </ul>		
<input type="checkbox"/>	<b>Package price for type «klassisch»</b> <i>single person, with or without children and/or with property</i>	CHF	145.--
	<ul style="list-style-type: none"> <li>▪ up to 10 account- and/or asset positions</li> <li>▪ employment income with professional expenses</li> <li>▪ education and/or further education expenses</li> <li>▪ healthcare costs (declared with annual health insurance certificate)</li> <li>▪ information about children with expenses</li> <li>▪ capture property (self-inhabited) (detached house or apartment with flat-rate property expenses)</li> </ul>		
<input type="checkbox"/>	<b>Package price for type «family»*</b> <i>family's with or without children and/or with property</i>	CHF	195.--
	<ul style="list-style-type: none"> <li>▪ up to 15 account- and/or asset positions</li> <li>▪ employment income with professional expenses for the family</li> <li>▪ education and/or further education expenses</li> <li>▪ healthcare costs (declared with annual health insurance certificate)</li> <li>▪ Information about children with expenses</li> <li>▪ Capture property (self-inhabited) (Detached house or apartment with flat-rate property expenses)</li> </ul>		
* concubine partners do not count towards the "family" tariff. Please select "simple" or "klassisch".			
<input type="checkbox"/>	<b>Tax calculation for persons/family's taxed at the source</b> <i>single persons or family's with or without children and/or with property</i>	CHF	125.--
<input type="checkbox"/>	<b>filling the tax return for all order types</b> at the option of the subsequent ordinary procedure (NOV)		- 30 % discount on flat rate
<input type="checkbox"/>	<b>Insurance customers of ATG Business AG with "insurance mandate"</b>		- 25 % discount on flat rate

## tax mandate

If the tax mandate is selected, all correspondence will be sent to ATG. The ATG controls the assessment, tax invoices, checks objections, deadlines and communicates with the tax authority. When choosing the tax mandate, a separate form must be completed. The tax mandate is charged separately.

<input type="checkbox"/>	<b>Option «tax mandate»</b>	CHF	55.-- «yearly costs»
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## surcharges

On surcharges are no discounts.

from two properties per additional property	+ CHF	55.--
surcharge for recording rented properties / apartment buildings, per unit	+ CHF	55.--
surcharge for recording real property costs, flat rate	+ CHF	55.--
surcharge for mandatory missing documents, which customer must deliver (in tax mandate include)	+ CHF	15.--
surcharge for coverage of health costs without tax certificate	+ CHF	25.--
surcharge for collecting inheritances and donations	+ CHF	25.--
surcharge for more account-/asset positions, per position	+ CHF	5.--
intercantonal tax exemption	+ CHF	30.--
unlisted services will be charged according to expenditure, per hour	+ CHF	156.20
travel fee for appointments at customer's home (arrival and return up to 10 km)	+ CHF plus	25.-- CHF 0.70/km
travel fee for appointments at customer's home (arrival and return from 10 km)	+ CHF plus	50.-- CHF 0.70/km

## copy variant of tax return form

(only one copy variant is possible)

<input type="checkbox"/>	Copy of the tax return with documents via e-mail *	free
<input type="checkbox"/>	Copy of the tax return (without supporting documents) in paper form	free
<input type="checkbox"/>	Copy of the tax return with paper documents	+ CHF 15.--

\* We draw your attention to the fact that e-mail traffic is generally not secure. The integrity and confidentiality of the information sent via e-mail is never guaranteed. The ATG therefore disclaims all liability for damages resulting from e-mail traffic.

## information

ATG Business AG completes the tax declaration on behalf of the client and sends it to the client for signature. The ATG cannot be held liable for errors or unclaimed deductions. The customer undertakes to check the completed tax return and send it signed to the appropriate tax authority.

## remarks of the customer / notes

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The undersigned customer confirms the above-mentioned conditions, the fee tariff as well as the general business conditions of the ATG.

city, date		
signature	single person/husband	spouse

Please answer the questions below on the tax year so that the tax return can be completed: Answers with a \* must be submitted with supporting documents.

		spouse
<b>What was your workload?</b> (under 100%, specify working days)	<input type="checkbox"/> mo <input type="checkbox"/> tu <input type="checkbox"/> we <input type="checkbox"/> th <input type="checkbox"/> fr <input type="checkbox"/> sa/so	<input type="checkbox"/> mo <input type="checkbox"/> tu <input type="checkbox"/> we <input type="checkbox"/> th <input type="checkbox"/> fr <input type="checkbox"/> sa/so
<b>How do you get to your place of work?</b>		
By public transport: Did you use your bicycle up to the stop?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>Where is/was your place/s of work?</b> (at different places: with period)		
<b>Did you have any other income?</b>	<input type="checkbox"/> YES * <input type="checkbox"/> NO	<input type="checkbox"/> YES * <input type="checkbox"/> NO
<b>Change of residence in tax year?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please note the full address before change		
change date		
<b>Did you receive an inheritance or gift in the tax year or give away your assets?</b>	<input type="checkbox"/> YES * <input type="checkbox"/> NO	<input type="checkbox"/> YES * <input type="checkbox"/> NO
<b>Are you involved in a collective partnership?</b>	<input type="checkbox"/> YES * <input type="checkbox"/> NO	<input type="checkbox"/> YES * <input type="checkbox"/> NO
<b>Have you made any donations?</b>	<input type="checkbox"/> YES * <input type="checkbox"/> NO	<input type="checkbox"/> YES * <input type="checkbox"/> NO
<b>Do you own a property (or sold in the tax year)?</b> (if yes: attach official estimate/rented: attach rental contract)	<input type="checkbox"/> YES * <input type="checkbox"/> NO <input type="checkbox"/> rented* <input type="checkbox"/> self-inhabited	<input type="checkbox"/> YES * <input type="checkbox"/> NO <input type="checkbox"/> rented* <input type="checkbox"/> self-inhabited
<b>purchased year of the property</b> (exactly date, if purchased in tax year)		
<b>Do you have dependent and / or underage children?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
if yes: note name, first name, date of birth (shared children only specify once)	location/school:	location/school:
	location/school:	location/school:
<b>Do your children live in your household?</b> (if no: indicate home address and care law)	<input type="checkbox"/> YES <input type="checkbox"/> NO *	<input type="checkbox"/> YES <input type="checkbox"/> NO *
<b>What kind of motor vehicle do you own?</b> (car brand, date of purchase and price)	<input type="checkbox"/> leasing	<input type="checkbox"/> leasing
<b>Did you have any costs for further education or retraining in tax year?</b> (Enclose documents and timetable)	<input type="checkbox"/> YES * <input type="checkbox"/> NO	<input type="checkbox"/> YES * <input type="checkbox"/> NO