



**Flexi-Pay 2024 Annual Fee**

Effective from 1st January 2024, annual Fee of Flexi-Pay is HK\$3,400. For the first year of Flexi-Pay subscription, the charge is pro-rated as shown in the following charge table which is based on the postal delivery date of the customer's application and payment\* to HR21. Applications shall be processed and completed within 7 working days. The annual fee to the subsequent year will be invoiced two months prior to the expiration at the end of the year.

<b>Flexi-Pay First year pro-rated charge (HKD)</b>		
<b>Applied Date*</b>	<b>First Year Annual Fee</b>	<b>Annual Fee (January to December)</b>
January	\$3,400	\$3,400
February	\$3,117	
March	\$2,833	
April	\$2,550	
May	\$2,267	
June	\$1,983	
July	\$1,700	
August	\$1,417	
September	\$1,133	
October	\$850	
November	\$567	
December	\$283	

\* Applied Date refers to the postal delivery date of the customer's application and payment to HR21.

All application shall be processed after the submission of Flexi-Pay application form along with a cheque payment, which is based on the above table according to the client's applied date. The application process shall be completed within 7 working days.

<b>First Year subscription Fee includes:</b> <ul style="list-style-type: none"> <li>- Flexi-Pay Software CD</li> <li>- Use the Flexi-Pay software from the applied month to the 31<sup>st</sup> of December</li> <li>- 2 training seats in the "Flexi-Pay Training Class"</li> <li>- Access to HR21 website for information and updates</li> <li>- Usage and technical support through our hotline</li> </ul>	<b>Flexi-Pay Annual Fee includes:</b> <ul style="list-style-type: none"> <li>- Use the Flexi-Pay software for the year up to the 31<sup>st</sup> of December</li> <li>- Access to HR21 website for information and updates</li> <li>- Usage and technical support through our hotline</li> </ul>
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**Additional Service and Charge:**

- Flexi-Pay Software CD                      \$100 per set
- Flexi-Pay Training Class (3 Hours)    \$500 per seat

## 二零二四年度理薪易收費

由 2024 年 1 月 1 日起，理薪易的年費為每公司 HK\$3,400。客戶可隨時申請理薪易軟件處理員工支薪及強積金事宜。首次收費將跟據申請日 (收到申請表及年費通知\*) 按比例方式計算，詳情可參考下列一覽表。申請程序將於七個工作天內完成。隨後年費賬單將會在期滿前兩個月發出。

理薪易收費 (港元)		
於此期間申請*	首次收費 (由申請日至該年十二月)	年費 (一月至十二月)
一月	\$3,400	\$3,400
二月	\$3,117	
三月	\$2,833	
四月	\$2,550	
五月	\$2,267	
六月	\$1,983	
七月	\$1,700	
八月	\$1,417	
九月	\$1,133	
十月	\$850	
十一月	\$567	
十二月	\$283	

\*申請日為收到客戶之申請表及收費通知的日期。

表格將會在收到客戶的申請及根據以上收費表之劃線支票後開始辦理，申請程序將於七個工作天內完成。

理薪易首次收費包括：	理薪易年費包括：
<ul style="list-style-type: none"><li>- 理薪易軟件光碟一套</li><li>- 使用理薪易軟件至該年十二月</li><li>- “理薪易訓練課程”代用券 2 張</li><li>- 可登入 HR21 網站，索閱有關理薪易的最新資訊</li><li>- HR21 提供的技術支援熱線服務</li></ul>	<ul style="list-style-type: none"><li>- 12 個月內使用理薪易軟件</li><li>- 可登入 HR21 網站，索閱有關理薪易的最新資訊</li><li>- HR21 提供的技術支援熱線服務</li></ul>

額外收費項目：

- 補領理薪易軟件光碟 每套 \$100
- 報讀理薪易訓練課程 (三小時) 每位 \$500