

## INDICATIVE OFFER PREPARATION FORM

Person / entity	Person		Legal entity	
Company / Person name				
Company ID No.				
Contact person				
Phone				
E-mail				
What services are you interested in?	Accounting	Salaries		Other
Are your data currently processed independently by your employees or externally?	Independently	Externally		Not at all (new entity)
Taxable person	Yes	No	Monthly	Quarterly
Number of issued invoices per month				
Number of received invoices per month				
Number of cash registers				
Number of cash movements per month (excluding cash registers)				
Number of employees (including contract employees)				
Would you prefer a flat monthly fee or a fee based on the number of documents?	Monthly fee		Fee based on the number of documents	
Do you prefer to submit documents continuously over the month or once per month on a specified date?				
Do you have any additional requirements? (e.g. drawing up of contract documents, issuing invoices, working on your premises, etc.)				
Notes				

In line with the provision of our products and services, we handle some of your personal data. We recognise the importance of their protection, therefore, we process them responsibly and solely in accordance with the applicable legislation. The submitted documents shall only be used to prepare an indicative offer and shall in no way be further processed or used by our company for any other purposes. Once the offer is prepared and sent to you, the provided data shall be removed from our systems.