



2026 ESTIMATED ONBOARDING COSTS & ANNUAL COSTS FOR PARTNER

Line Item	Description	One Time Fee	Monthly Cost	Annual Cost
Health Insurance - Medical - Dental - Vision	One-time fee refers to prepaying two months of Medical, Dental, and Vision premiums when you choose to enroll in insurance plan(s).	<i>Minimum</i> \$1,640	\$820	\$9,840
	Monthly and Annual Cost columns provide a range of costs, which include at the low end, the least expensive plan (<i>Employee Only level</i> of Medical, Dental, and Vision) and the high end, the most expensive plan (<i>Family level</i> of Medical, Dental, and Vision).	<i>Maximum</i> \$6,922	\$3,461	\$41,532
Basic Life & AD & D (Mandatory)	\$25,000 Policy <u>Note:</u> Benefit and cost are reduced beginning at age 65	\$ -	\$7.50	\$90
401(k) Retirement Safe Harbor (Participants Only)	See Summary Plan Description Maximum Contribution = \$24,500 Catch Up Contribution - \$8,000 age 50+ - \$11,250 ages 60 - 63	\$ -	\$ -	\$ -
Subscriptions	Thomson Reuters CoCounsel Legal Suite* Includes Westlaw Advantage, the new Practical Law platform, and CoCounsel	\$ -	\$385	\$4,620
TOTAL COST		<i>Minimum</i> \$1,640	\$1,212.50	\$14,550
		<i>Maximum</i> \$6,922	\$3,853.50	\$46,242
			<i>Excludes 401K</i>	<i>Excludes 401K</i>

* **Thomson Reuters CoCounsel Legal Suite Note:** This enterprise subscription is mandatory for ANY PARTNER, ATTORNEY, ASSOCIATE or COUNSEL. There is no charge for a NON-ATTORNEY.



2026 ESTIMATED COSTS FOR PARTNERS ADDING A PART TIME PRACTUS EMPLOYEE STAFF MEMBER

Line Item	Description	One Time Fee	Monthly Cost	Annual Cost	
Part Time (<30 hrs)	- iSolved Payroll Platform - Accounting set up and services	\$100	\$14	\$168	
Hourly Wage paid via W-2	Worked hours recorded during payroll period	\$ -	TBD based on hourly rate	Hours x Rate	
Employer Paid Taxes	FICA and Medicare + Required State Taxes	\$ -	TBD based on wage	TBD based on wage	
Insurance Benefits & Retirement Plan	Not eligible	\$ -	\$ -	\$ -	
IT Set Up and Service	Technology licenses, set up, and ongoing service fee - Option A: Limited Access: MS Office Suite with Practus Email, Teams and Conferencing capabilities	\$170	\$100	\$1,200	
	- Option B: Full Access: Any billing timekeeper must be on Option B. This includes everything in Option A plus full suite of software utilized at Practus (see Page 4 for detail)	\$680	\$580	\$6,960	
	- Option C: ProLaw Timekeeper License only: Contract Employees only	\$170	\$150	\$1,800	
	- Option D: Limited Access + ProLaw Timekeeper license: Contract Employees only	\$170	\$225	\$2,700	
Subscriptions	Thomson Reuters CoCounsel Legal Suite* Includes Westlaw Advantage, the new Practical Law platform, and CoCounsel	\$ -	\$385	\$4,620	
Photographer	Photos for Practus website (optional)	\$350	\$ -	\$ -	
Business Cards	Box of 100 (optional)	\$50	\$ -	\$ -	
Practus SWAG	Welcome package sent to new staff member (see Page 4 for detail)	<i>Option A</i>	\$60	\$ -	\$ -
		<i>Option B</i>	\$175	\$ -	\$ -
TOTAL COST		<i>Minimum</i>	\$330	\$499	\$5,988
		<i>Maximum</i>	\$1,355	\$979	\$11,748

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**2026 ESTIMATED COSTS FOR PARTNERS ADDING A FULL TIME PRACTUS
EMPLOYEE STAFF MEMBER**

Line Item	Description	One Time Fee	Monthly Cost	Annual Cost
Full Time (30+ hrs)	- iSolved Payroll Platform (monthly cost) - Accounting set up and services (one time fee)	\$100	\$14	\$168
Wage paid via W-2	Hourly or Salary Non-Exempt	\$ -	TBD based on wage	Salary
Employer Paid Taxes	FICA and Medicare + Required State Taxes	\$ -	TBD based on wage	TBD based on wage
Required Insurance	Worker's Compensation	\$ -	\$ -	TBD at year-end (state specific rates)
Insurance	Maximum \$922 Defined Contribution for Medical coverage*	\$1,844	\$922	\$11,064
	Dental (50%) premiums*			
	One-time fee refers to prepaying two months in advance if your staff member enrolls in medical and dental insurance	<i>Minimum</i> \$33	\$17	\$204
	Monthly and Annual Cost columns provide a range of costs for Dental, which include at the low end, paying 50% of <i>Employee Only</i> level of Dental for the least expensive plan and the most expensive plan Monthly Costs are incurred after 3 or more months of employment	<i>Maximum</i> \$42	\$22	\$264
Basic Life + AD&D (Mandatory)	\$25,000 Policy Firm policy requires partners to pay Basic Life and AD&D for their FT employees Note: Benefit and cost is reduced beginning at age 65	\$ -	\$7.50	\$90
401(k) Retirement Safe Harbor Match	Firm policy requires partners to pay safe harbor contributions to their eligible staff	\$ -	% of employee's compensation paid upon eligibility to participate	Basic matching formula – max 4% of compensation if participating
IT Set Up and Service	Technology licenses, set up & ongoing service fee. Option B- All FT staff must be on Option B (see Page 4 for detail)	\$680	\$580	\$6,960
Subscriptions (Mandatory)	Thomson Reuters CoCounsel Legal Suite** Includes Westlaw Advantage, the new Practical Law platform, and CoCounsel	\$ -	\$385	\$4,620
Background Screening	Social Security, Address, and Criminal Record background check <i>Some States vary</i>	\$45	\$ -	\$ -
Photographer	Photos for Practus website	\$350	\$ -	\$ -

Business Cards	Box of 100 (optional)	\$50	\$ -	\$ -	
Practus SWAG	Welcome kit for new staff (Option B)	\$175	\$ -	\$ -	
TOTAL COST		<i>Minimum</i>	\$3,227	\$1,925.50	\$23,106
		<i>Maximum</i>	\$3,286	\$1,930.50	\$23,166
			<i>Excludes 401(k)***</i>	<i>Excludes 401(k)***</i>	

***Insurance Note:** Partners who join the firm and decide to bring associates, secretaries or other full-time staff who are eligible and elect to participate in our insurance plans are responsible for the **Defined Contribution** amount toward their medical plan and 50% of the dental premium. We require that 2 months of these premiums be prepaid by the partner in advance of any such employee joining the firm (this is listed as a one-time fee above). This is a firm wide policy to benefit employees of the firm.

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***** Retirement Note:** Total does not include Safe Harbor Match for employees who contribute to 401(k). Maximum match amount is 4%.

DISCLAIMER: PRACTUS RESERVES THE RIGHT TO ADJUST THESE COSTS FROM TIME TO TIME BASED ON PRICE FLUCTUATIONS.

IT Set Up and Service Option B:	Practus SWAG Welcome Package includes:	
	Option A	Option B
Microsoft 365 E3	Yeti cup	Backpack
ProLaw Accounting Software	T-shirt	Yeti cup
ProLaw Paperless Proforma		T-shirt
Adobe PDF		Baseball cap
Microsoft Conference Calling		2 Koozies
Business Phone if wanted		Pen
NetDocuments		
Intapp		
ACA Compliance Alpha Client Screening Software		
LawToolBox Docketing if needed		
Pioneer Business Intelligence		
Dashlane - Password Manager		
WebRoot Virus Protection if needed		
WebRoot Security Awareness		