



Financial Packages

Package	Services	Details
Financially Launched	Bookkeeping & General Accounting	<ul style="list-style-type: none"> • Biweekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures
Financially Advanced	Bookkeeping & General Accounting	<ul style="list-style-type: none"> • Weekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures
Financial Teen	<ol style="list-style-type: none"> 1. Tax Advisory 2. HR & Social Insurance 	<p>1- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration <p>2- HR & Social Insurance</p> <ul style="list-style-type: none"> • Social insurance registration • Proper payroll records • Monthly payroll calculations • Creation of pay slips • Government compliance
Financially Fit 1	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Biweekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration
Financially Fit 2	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Weekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration
Financial Heroine 1	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 3. HR & Social Insurance 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Biweekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration <p>3- HR & Social Insurance</p> <ul style="list-style-type: none"> • Social insurance registration • Proper payroll records • Monthly payroll calculations • Creation of pay slips • Government compliance
Financial Heroine 2	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 3. HR & Social Insurance 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Weekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration <p>3- HR & Social Insurance</p> <ul style="list-style-type: none"> • Social insurance registration • Proper payroll records • Monthly payroll calculations • Creation of pay slips • Government compliance
Financial Starlet	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 3. HR & Social Insurance 4. Financial Study 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Weekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration <p>3- HR & Social Insurance</p> <ul style="list-style-type: none"> • Social insurance registration • Proper payroll records • Monthly payroll calculations • Creation of pay slips • Government compliance <p>4- Financial Study</p> <p>The necessary consultancy services will be carried out, including analysis of the data, information and results required to assist your bank in deciding whether to finance the project or not, as well as determining the ability of the project to meet its future commitments, especially those related to financing, as follows:</p> <ul style="list-style-type: none"> • Technical appraisal report for the investments implemented in the project (if applicable) • End of year audited statements
Financial Diva	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 3. HR & Social Insurance 4. Incorporation and all the matters related to General Authority for Investment GAFI 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Weekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration <p>3- HR & Social Insurance</p> <ul style="list-style-type: none"> • Social insurance registration • Proper payroll records • Monthly payroll calculations • Creation of pay slips • Government compliance <p>4- Incorporation and all the matters related to General Authority for Investment GAFI</p> <ul style="list-style-type: none"> • Conclusion of the company's Article of Association. • Ratify the Article of Association with the lawyers' syndicate. • Ratify the deed of association at the public notary department. • Extracting a certificate from the Chamber of Commerce • Registration in the Commercial Register and extracting a copy of the commercial register. • Notarize the deed of association in the Company's Investment Prospectus. • Convene the minutes of meeting of the first ordinary general assembly to form the board of directors and determine its competencies. • Open the tax file of the company with public taxes and the extraction of tax card and registration of VAT if the activity requires it. • Documenting legal and accounting books in Public notary department. • Conclusion of the company's Article of Association. • Ratify the Article of Association with the lawyers' syndicate. • Ratify the deed of association at the public notary department. • Extracting a certificate from the Chamber of Commerce • Registration in the Commercial Register and extracting a copy of the commercial register. • Notarize the deed of association in the Company's Investment Prospectus. • Convene the minutes of meeting of the first ordinary general assembly to form the board of directors and determine its competencies. • Open the tax file of the company with public taxes and the extraction of tax card and registration of VAT if the activity requires it. • Documenting legal and accounting books in Public notary department.
Financial Daredevil	<ol style="list-style-type: none"> 1. Bookkeeping & General Accounting 2. Tax Advisory 3. HR & Social Insurance 4. Incorporation and all the matters related to General Authority for Investment GAFI 5. Financial Study 	<p>1- Bookkeeping & General Accounting</p> <ul style="list-style-type: none"> • Weekly accountant visit • Bookkeeping • Transaction Entry-Monthly • Bank and credit reconciliation • Month end close • Monthly reporting of financials • Accounting Policies & Procedures <p>2- Tax Advisory</p> <ul style="list-style-type: none"> • Value added tax calculation and reporting • Annual Tax return • Tax compliance • Payroll processing • Value added tax registration <p>3- HR & Social Insurance</p> <ul style="list-style-type: none"> • Social insurance registration • Proper payroll records • Monthly payroll calculations • Creation of pay slips • Government compliance <p>4 -Incorporation and all the matters related to General Authority for Investment GAFI:</p> <ul style="list-style-type: none"> • Conclusion of the company's Article of Association. • Ratify the Article of Association with the lawyers' syndicate. • Ratify the deed of association at the public notary department. • Extracting a certificate from the Chamber of Commerce • Registration in the Commercial Register and extracting a copy of the commercial register. • Notarize the deed of association in the Company's Investment Prospectus. • Convene the minutes of meeting of the first ordinary general assembly to form the board of directors and determine its competencies. • Open the tax file of the company with public taxes and the extraction of tax card and registration of VAT if the activity requires it. • Documenting legal and accounting books in Public notary department. <p>5- Financial Study</p> <p>The necessary consultancy services will be carried out, including analysis of the data, information and results required to assist your bank in deciding whether to finance the project or not, as well as determining the ability of the project to meet its future commitments, especially those related to financing, as follows:</p> <ul style="list-style-type: none"> • Technical appraisal report for the investments implemented in the project (if applicable) • End of year audited statements