



*Experience the service of
a corporate
financial manager,
without paying
the price*



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AKRIVEIA
BUSINESS CONSULTANTS (PTY) LTD

Akriveia (*Greek for accurate and precise*) provides solutions for your new or established business' **accounting, payroll, tax and administration needs.**

We give peace of mind during **tax season** and ensure an experience of **certainty** regarding your **business' financial situation** at all times.

We aim to be more than just your accountant, but a strategic **business partner**, ensuring that you:

- Have **time** to focus on the areas that can make your **business grow**
- Know which **areas to focus** on, to be more **productive**
- Know how to **improve** your business' **profit**
- Have a **financial partner** to guide your business' footsteps
- Get financial information that is **relevant and useful** to **build a viable business**



How we make and keep your business healthy and prosperous

For your **business** to be **successful**; **accurate** accounting records is essential and you have to **comply** with tax **legislation** and regulatory requirements. Partnering with an accountant will help you **achieve your goals** and set you up for long-term **success**.

Not only do we help you achieve this, but give you access to **relevant** and **useful financial information** as and when you may need it.

Herewith a list of our ad-hoc services.

South African Revenue Services:

- VAT Registration R1950.00
- PAYE Registration R750.00
- UIF Registration R750.00
- Workmans Compensation Registration R750.00

CIPC (Companies and Intellectual Properties) Services:

- CIPC annual returns R350.00
- Company Registration R525.00
- Company Amendments R200.00
- Compilation of Annual Financial Statements Price on request
- Payroll administration Price on request
- Independent review Price on request
- Business plans Price on request
- Business valuations Price on request
- Strategic plan management Price on request



For you to make **educated business decisions**, we provide these **value packages**, tailored to the needs of a **new** or **established business**. We can also provide a full financial management function for **larger enterprises** (quotation on request). These packages enable you to have a **strategic business partner** ready at any time, helping you to see your business **grow and prosper**. Kindly refer to the packages schedule, on the next page, to see all the valuable services included.

New Business Package

R1250.00 per month

A newly established business has a lot of challenges in the start-up phase. They need to establish their presence in the market and build a reputable brand. The new business owner has to wear many hats, from the general worker to the MD. The last thing a business can afford is to hamper its growth due to compliance issue.

Think of it as getting a Boeing in the air. At first, it takes a lot of effort to get the plane into the air but once up it can be a smooth flight to your destination. The last thing the pilot needs is to be grounded due to some I's or T's that was not crossed on the way to the runway.

This package is custom built to assist the entrepreneur to get their business on the runway and to cruising altitude without any setbacks. It is designed to ensure that the business is compliant in all respects.

Established Business Package

R3000.00 per month

Growing your business to a self sustaining enterprise takes a lot of focus and determination. It is doing things well, every day, on a consistent basis and then repeating it all over the next day. It also needs a vision for the future, not just for tomorrow, but two, three and even ten years down the line. When to expand or where to diversify? An entrepreneur that envisions to build a self-sustaining business needs accurate, relevant and "fresh" accounting records and financial information. They can't afford to wait 12 months for their financial statements. They need the information every month to make informed financial decisions to achieve their goals and business strategy.

The "established business" package includes services to ensure the company is compliant in all respects, but moreover to provide the business owner with accurate and relevant financial information. This package takes care of all the Annual returns and taxes relevant to the business. Think of it as having a corporate financial manager without the corporate price tag.



Our Value Packages

		New Business R1 250.00 per month	Established business R3 000.00 per month	Executive Accounts Price on Request
Company Administration	CIPC annual returns	✓	✓	✓
	Amendments to directors	x	✓	✓
	Company name change	x	✓	✓
	Share certificates	x	✓	✓
	Share register	x	✓	✓
Accounting	Weekly Flash BI reports	x	x	✓
	Cash book processing	Annual	Monthly	Daily
	Accounts reconciliation	Annual	Monthly	Daily
	Debtor management	x	x	✓
	Creditor reconciliation	x	x	✓
	Monthly management accounts (P&L / B/S)	x	✓	✓
	3 Additional monthly BI reports	x	x	✓
	Asset register maintenance	x	x	✓
	Annual budget	x	x	✓
	Annual financial statements	✓	✓	✓
Taxation	Calculate VAT	x	✓	✓
	Submit VAT 201 return	x	✓	✓
	Provisional tax calculation	✓	✓	✓
	Complete and submit provisional tax calculation	✓	✓	✓
	Complete and submit provisional tax return of each director	x	x	✓
	Tax clearance certificate	⊗	✓	✓
	Company income tax return	✓	✓	✓
	Complete and submit income tax return of each director	⊗	x	✓
	Dividend tax declaration	⊗	⊗	✓
	Tax planning	⊗	⊗	✓
Payroll	Income tax disputes	✓	✓	✓
	VAT disputes	x	✓	✓
	EMP201	⊗	✓	✓
	U19 forms	⊗	✓	✓
	Payslips	⊗	Limited to 10 employees ⊗	Limited to 50 employees ⊗
	EMP501 recon	⊗	✓	✓
	Workman's Compensation fund (W.As 8 return)	⊗	✓	✓
	IRP5/IT3(a) certificates	⊗	Limited to 10 employees ⊗	Limited to 50 employees ⊗
Business management services	Letter of Good standing	⊗	⊗	✓
	Annual business strategic planning and review	x	x	✓
	Annual budget compilations	x	x	✓
	Annual business valuation	x	x	✓

✓	Included in package	x	Not included in package	⊗	Can be included at additional charge
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Above fees exclude any fees payable to CIPC or any other regulatory board.

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Precision and nothing less

