

Bookkeeping and Accountancy Services

Written by Administrator

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We have books, you need book keepers call us.

Got a Ghost, we can help resolve ghostly issues that come up in business.

- Preparation and filing of statutory returns
- Preparation of all documentation related to minutes and resolutions
- Maintenance of statutory book
- General advice on company law
- Day to day posting and reconciliation of financial transactions
- Management and reconciliation of customer, supplier bank and cash transactions
- Periodic reconciliation of balance sheet control accounts
- Preparation of bookkeeping and filing of VAT return
- Higher-level bookkeeping and reconciliation work
- Posting of month-end and year-end journals