



PROFESSIONAL

ACCOUNTING & TAX SOLUTIONS LLC

“ **commitment** to deliverables
and openness in **relationship** ”



ABOUT US

Professional Accounting and Tax Solutions is Limited Liability Company incorporated in United Arab Emirates. We are a bunch of young and dynamic professionals joined together to serve the business community in the areas of accounting, auditing, taxation, regulatory compliance and business advisory.

Our Services Includes:

Accounting and Book-Keeping
Internal audit
Value Added Tax (VAT)
Payroll Management
Training and Development



OUR VISION

To be the benchmark for professional services where the clients gets peace of mind that their interests are cared while the rules are being complied, the professionals get respected, recognized and rewarded for their contributions and support the regulators by assisting them in compliances.

OUR MISSION

To provide high quality service to the entrepreneurs, business houses and corporates in the field of accounting, auditing, taxation and business advisory services in an efficient and innovative manner by a professional team who enjoys voyaging together to exceed their clients expectations.

WHY US..!

- ✓ Availability of experienced and competitive book keeper.
- ✓ Reduced cost by hiring qualified professional, who works part time.
- ✓ Save money on a full-time employee such as visa expenses, leave salary, employee insurance, end of service, etc.
- ✓ Helps you to concentrate on core business activities.
- ✓ Elimination of day-to-day supervision.
- ✓ Efficient production of year-end accounts.
- ✓ No need to bother about spending on expensive ERP for generating the reports.

OUR SERVICES



Accounting and Book-Keeping

We can relieve you from all the pressure of book keeping by completely taking over this role on your behalf.

Part-time accountant	Bank reconciliations
Accounts supervision	Accounts payable and receivables reports
Accounts finalization	Payroll management
Financial statements (monthly, quarterly & semi-annually)	MIS Reports
Cash flow analysis	Other statutory compliances

Our experience and expertise allow us to identify strengths and unexpected trends within your accounts. If we find areas where your business and its performance could be strengthened, we can help you for improving it. By using our bookkeeping, we can also help you to reduce the time and cost involved in preparing your year-end accounts.

Internal Audit

Businessmen rely on internal audit to provide assessment and assurance about the efficiency and effectiveness of operational controls and company processes; while also providing innovative ideas in business process improvements.

- ✓ Continuous review of the effectiveness of operational control and governance processes
- ✓ Sound advice on operations, performance and internal controls
- ✓ Assessment of whether best practices are being implemented throughout the organization

We also identify areas for improvement and implement strategies to help you to achieve your organizational objectives

Value Added Tax (VAT)

VAT planning is often overlooked by businesses. Efficient management of VAT can have a considerable impact on cash flow and profitability, often saving substantial sums of money. Our specialist team offers expert advice in all areas of VAT providing compliance and efficient reviews, training and advice on ad-hoc projects and prompt response to queries.

VAT registration	Managing correspondence with the tax authorities
Set up online submission portals	Implementing Systems and Procedures
Guidance on documentation	Training and development
VAT return filing	Timely alerts on statutory deadlines.

Payroll Management

Payroll management can be problematic for small and growing businesses. It is extremely time consuming and needs to be controlled by individuals with up-to-date knowledge of legislation.

- ✓ WPS preparation and processing.
- ✓ Leave pay and end of service calculation.

Training and Development

- ✓ Review of Internal control
- ✓ Organize your Filing
- ✓ Implementing Systems and Procedures
- ✓ Staff Training



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