



## BRIDGING THE ACCOUNTING GAP

*Monthly Accounting Services*

*Management Accounts*

*Streamline Processes*

*Preparation of Annual  
Financial Statements*

*Staff Training*

*Taxation*

*Consulting*

*Support*





Helping business owners to take ownership

Connecting you with your accounts

- ■ ■ Is the skills gap between Bookkeeper and Accountant too great?
- ■ ■ Do you have a **high staff turnover** in this department?
- ■ ■ Does inaccurate input of financial information result in you, the business owner, making **incorrect decisions**?
- ■ ■ Would your business benefit from regular input of an **experienced accountant**?
- ■ ■ Is your **cash flow impacted** every year due to **unforeseen tax liabilities** that is only brought to your attention just before SARS deadlines?
- ■ ■ Are you being **reminded** of imminent financial deadlines and **coached through the process** on a regular basis?
- ■ ■ Are your EMP 501 returns **really balancing** to PAYE submissions or do you have **unexplained deductions** from your VAT refunds?

Celia Bester, owner of **GAP** has 23 years of hands-on Financial Management experience in large corporate organisations as well as small to medium businesses. She has a diverse set of skills and a wealth of experience to offer you, the business owner.

What differentiates GAP from everyone else?

...We care!

# Innovative accounts management tailored to your individual business needs



Bridge the Gap between Bookkeeper and Accountant's Annual Reviews by retaining our services. GAP will assist YOU, the business owner, in making **informed financial decisions**.

## We offer the following solutions:

- ■ ■ **Design and implementation of bookkeeping and office processes to streamline** day to day functioning, resulting in accurate and useful monthly financial reporting , reducing costly year end clean ups and financial surprises that affect profit and taxes owing.
- ■ ■ **Training** of bookkeeping and admin staff to maximise their skills and minimize staff turnover.
- ■ ■ **Monthly processing of books** and Statutory submissions **at your** premises or ours.
- ■ ■ **Reconciliation of VAT, PAYE and Taxes** to SARS statements and Liaison with SARS.
- ■ ■ **Preparation of Monthly Financial Management Accounts** for YOU the owner to utilise regularly for business decisions AND to provide accurate information for **provisional tax payments**, thus lowering the risk of penalties for under declaration of Profits.
- ■ ■ **Guiding owners** of businesses on how to **interpret** their management information.
- ■ ■ Preparation of **budgets and cash flow** forecasts to determine where business is headed. Set up cash flow management processes.





*Streamlining Processes* ■

*Minimising Risk* ■

*Improving Effectiveness* ■

*Improving Communication* ■



**Contact us for a free no -obligation consultation  
to see how we can assist your business.**

*CECILIA BESTER (B.Acc)*

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