

MOORE STEPHENS

ACCOUNTING & BUSINESS SERVICES

Accounting & Business Services

Business Service solutions that take you further.

www.moorestephensci.com

PRECISE. PROVEN. PERFORMANCE.

Moore Stephens Accounting and Business Services is comprised of a team of professional individuals, trained to the highest standards with extensive accounting, administration and regulatory compliance experience.

We understand that the needs and requirements of our clients will be unique to each individual or company, which is why we provide a fully personalised service plan tailored to you, giving you more time to stay focussed on your goals.

Understanding your business is pivotal to ensuring we provide you with the best service possible, so we work closely with you to implement the perfect solution for your organisation, and deliver the very best efficiencies.

The first hour consultation with one of our senior team members is offered free of charge and is a great opportunity to talk to us and get a better understanding of how we can help you.

Full range of services

The Moore Stephens Accounting and Business Services team provides a full range of services to support you at every stage of your business, whether you are starting up, expanding or preparing to sell.

Accounting services

Year end accounts

We will prepare accounts for companies, sole traders and partnerships in line with UK Accounting Standards.

Cash flow forecasts

Our team will prepare cash flow projections for management decision purposes and for submission to the bank in support of your business plan.

Budgets & management accounts

We will prepare budgets and management accounts for you in a timely manner on a monthly or quarterly basis, highlighting variances between projected and actual amounts.

Taxation compliance

We will prepare, submit and agree your personal and company income tax returns with the Comptroller of Taxes.

Book-keeping & accountancy

We can establish and maintain manual and computerised accounting systems for you (Xero, Quickbooks and Sage). We are a preferred partner with Xero which offers streamlined cost effective cloud based accounting.

Audit & assurance

We design our audit and assurance services to maximise the value that we can add whether on specific aspects of the business or advice on systems and procedures.

Forensic accounting

We are able to assist and advise in a number of business areas (matrimonial affairs, financial investigations etc).



Business support services

Payroll

We can advise you on the establishment and running of payroll systems, including calculation of overtime payments and statutory deductions, preparation of wages and salary slips, together with the operation of direct credits to staff bank accounts as appropriate. This can be provided for both Jersey and international payrolls.

Social security & ITIS returns

We can prepare and submit your returns to the Department of Social Security and advise you on any repayment claims. We will also prepare and submit your monthly ITIS returns and ensure prompt settlement thereof.

GST & VAT

We can prepare GST and VAT returns from your company's prime records. We will also submit returns to the relevant authorities

and agree payments required. Our team can also assist with GST audits if required.

Purchase ledger

We can collect your purchase ledger invoices, maintain your ledgers and arrange payment to your suppliers.

Debt collection

We provide advice and assistance on the most economical method of collecting your debts, both locally and globally, which is vital to ensuring the maintenance of your cash flow levels. We can also prepare monthly or regular invoices, circulate them to customers and monitor their collection.

Business plans and set-up

Business set-ups

We can advise on the licensing requirements to set up a new business and can assist with drawing up business plans for the purpose of obtaining initial funding requirements.

Business valuations

We can advise you on the preparation of business valuations for potential sale to investors, or for any other purpose.

Company formation

We will make arrangements for all legal requirements to be undertaken in order to establish and incorporate a Jersey company, together with submission of the documentation to the Jersey Financial Services Commission via our affiliated company, Moore Stephens Trust Company Limited.

Taxation services

We offer a full range of tax services for both companies and individuals.

We will prepare, submit and agree Jersey personal, corporate, trust and estate tax returns to the Comptroller of Taxes.

We will attend to the preparation and submission of Guernsey and UK tax returns for resident and non-resident individuals and companies.



Free initial consultation

We will offer you a free initial consultation with one of our senior team members to give you an opportunity to discuss how we can help and support you and your business.

All of our offerings are tailored to each individual client and a competitive written fee quotation will be provided based on the services you require.

The Team

Jo Gavey – Director

jo.gavey@moorestephens-jersey.com

Jo has worked closely with a wide range of local businesses, both regulated and non-regulated. She has experience with assisting clients with a variety of needs including year end accounts, bookkeeping, management accounts, payroll, business set-up and licensing and regulatory requirements.

Jo has a BA Degree in Languages for Business and is a fellow of the Institute of Chartered Accountants in England and Wales and a member the Institute of Directors.

David Green – Director

david.green@moorestephens-jersey.com

David is responsible for auditing entities in accordance with internationally recognised auditing standards, liaising with professional advisors and bankers and assisting clients with a variety of needs.

David has a BA (Hons) Degree in Accounting and Finance and is a Fellow of the Association of Chartered Certified Accountants.

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