# YourAccounting

# About Us

A self-explanatory trade-name unveils our main tasks and functions, in other words, *Your Accounting* is an establishment dealing with bookkeeping, financial management, audit and consulting. Our specialists work only with the latest and most up-to-date financial software, such as FINVALDA MAXI. Our experts take part in various refresher courses, which allow them using newest theoretical and practical skills at work.

Our main concept is a professional, effective, high-quality service, as well as strict confidentiality, accounting ethics and responsibility. We equally care for both our clients: beginners and *old wolves* in the business world all around Europe. *Your Accounting* offers best solutions and risk management according to liability assurance and standards of business policy.

# To order the financial account, the client would not need to collect primary documentation several times a month – all this is assumed by our company. Having processed primary accounting documentation, we will make all demanded reports and declarations, and provide them to financial bodies and other public institutions. We represent interests of our clients in The State Tax Inspectorate, The State Social Insurance Fund Board under the Ministry of Social Security and Labour, The Department of Statistics; therefore our clients do not need to cooperate with above-mentioned establishments directly.

We are looking forward to winning a solid reputation of the company, which controls not only the quality of services offered, but also assumes responsibility for the "figures." Our purpose is to be your personal accountant and the financial assistant in the solution finding and an assessment of possible risks, budget planning, the analysis of prior periods and search of economic decisions. We are convinced that a mutually beneficial cooperation will save your time, money and nerves!

Services

A wide range of our services varies from the processing of primary documentation to reporting financial accounts and declarations, as well as the presentation of the reports to public institutions.

**Accounting maintenance:**

Primary documentation process

Invoice registration

Cash journal registration

Fixed assets registration

Expense report registration

Salary accounting

Salary payment registration

Bank accounting

Inventory accounting

Lease and copyright preparation and accounting

Travel allowance accounting

Financial accountability and tax accounts preparation

Provision of statements and other documentation to The Board/Statics Dep‘t

Consulting

Representing client during revisions

**Additional accounting services:**

Model contracts for work

Standard letters/ordinances of hiring and firing

Pay-rolls

Calculation forms for employees

Expense reports

Disposable/reusable provision accounting

Financial statement/accountancy editing before signing a contract

Interim financial statements

Compliance with the payment orders

**Internal financial accounting:**

Creditors/debtors

Reports on financial results

Selling reports

Reports of storehouse residues/surplus stock

Environmental pollution report

Application service

Reports for the company director

Delivery of reminders to the debtors

A financial account represents one of the types of economic activity of business, and also the analysis and information building for those, who are interested in the general results and prospects of external users. We not only count and analyse financial performance measures and coefficients, but also forecast the potential of the financial sustainability of an enterprise.

The results of such research will allow you to understand the financial state of your affairs since every month we will provide you not only with an updated information on the dynamics of financial performance, but also with a detailed explanation and the prevention of negative tendencies of some indicators and potential risk factors. Moreover, we offer a comparative analysis of the general tendencies in the similar enterprise areas, and counselling on the improvement of business.

Based on data of your account and some additional information on the short-range plans of the company, we will make up and update the budget of the current income and expenses that allow to conduct strict monitoring of expenses and to establish the reasons of increase in the income of workers. As a result, such monitoring allows planning cash flows freely. This service allows controlling effectively a financial state of affairs of the company and saves time of managers.

**Recovery**

If you left your accounting without due attention for quite a long time and now you realise there is no way to deal with the amount of work independently, experts of *Your Accounting* will restore your bookkeeping system from primary documentation to financial statements. Proper attention will be paid to the registration of business transactions in appropriate accounting journals, double counting of taxes, preparation and presentation of all reporting and declarations in government bodies.

**Statements**

*Your Accounting* deals with income/property statements both at the office, and in the client‘s.

List of services:

• Filling in annual income tax returns

• Filling in annual property tax statements

• Filling in statements for a 2% remittance as a donation to non-profit organisations, as established by The Law on Charity and Social Support of The Republic of Lithuania.

**Consulting**

Professional consultation is a key solution to the problems of bookkeeping. Our company renders written and oral consulting services by phone, e-mail or in person. We possess a wealth of experience in financial consulting and help our clients to arrive at best solutions. Below you can find an approximate list of our counselling services

• Accounting arrangement according to the legislation and regulations of The Republic of Lithuania

• New requirements and laws

• Offers on correction of the inconsistencies revealed during the audit

• Instructions on the use of accounting record forms

o Assessment of economic indexes of the company

o Calculations, payments, taxes

• Internal control

• Profit taxes, VAT, real estate etc.

**Prices**

The cost of accounting services is established individually, depending on the field of activity, amount of documentation, staff and other features. Nevertheless, we want to pay your special attention to the fact that the price is flexible and can be of two types 1. Fixed, i.e. established by approbation of both parties; 2. Unfixed, i.e. depending on the amount of primary documentation per month.

The cost of recovery is negotiable. Please call us to discuss the degree of neglect and find the best solution for the acceptable price. The price of audit is established on the basis of the scope of work needed. Consulting prices depend on the complexity of your inquiry.

**NOTE:** if the scope of work changes, the cost of services is recalculated.

Contacts

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