

# HNJ Financial Solutions Inc.

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Driven by ambition and an unyielding focus on delivering exceptional client service. As Professional Accountants, our team not only generate the information your company needs to trade legally, but also provide specialized analyses of this information in order to maximize cash flow, systems efficiency and internal risk management. About us Bespoke unique We are exceptional at what we do; deliver a great service and help you to grow your business and increase profits while we take care of your accounting and tax needs. Most of our clients rate us outstanding in what we provide for them. Vastly experienced Established in 2015, we have over 20 years' experience in the field. We have the system and people in place to ensure you the most efficient experience. Tech-savvy We specialize in cloud accounting, being certified advisors with Sage Cloud, QuickBooks Online, and Syft, where we maintain our client accounting profiles while providing accurate and precise financial reporting to meet every clients' needs. Accreditations We are registered tax practitioners with SARS, while our team is registered with SAIBA and SAIPA. We instil a culture of continuous learning thus staying abreast any tax, legislative and accounting policy changes throughout the years. Our level of service We provide the full house of services, from monthly accounting, tax returns, audits, and

compilations to payroll and advisory, whatever your financial need, we should be able to assist you. Our focus being monthly cloud accounting solutions; we are your dedicated monthly accountant and work with you, ensuring that you get monthly management accounts and stay up to date with statutory requirements. Our clients From start-ups to small and medium-size businesses (turnover up to R100m). We work with clients in any industry, the principles remain unchanged throughout. We have a dedicated team focused on the NPO (non-profit) environment. Location, location, location We have offices in Cape Town but working remotely makes us a national service provider. Being able to deliver cloud accounting solutions, means we can service our national clients from anywhere in the world. Our Core Values Ethical Conduct Integrity Quality Professionalism Transparency Innovation Independence Objectivity Personal Competence Accountability Continuous Education Development Compliance with Professional Standards Offering a personal and caring approach to growing your business, which has long since ceased to exist in the larger corporate environment. OUR SERVICES TAX SOLUTIONS SARS and related registrations Income Tax Provisional Income Tax Value Added Tax (VAT) Pay-As-You-Earn (PAYE) Skills Development Levy (SDL) Unemployment Insurance Fund (UIF) Workers Compensation Assistance (WCA/COIDA) Customs and Excise Tax Returns and SARS Compliance Provisional Tax (IRP6) Organisation Income Tax (ITR14/ITR14SD/IT12EI/ITR12T) Individual Income Tax (ITR12) Value Added Tax (VAT201) Employee's Tax (EMP201) EMP501 - Submission Directives and IT3 Tax Compliance Status Verifications (Tax Clearance) Disputes and Objections VAT Admin Penalty PAYE Admin Penalty IT Admin Penalty SARS on-site audit support Other Taxation Services Tax Planning Tax administration and compliance management View Our Standard Pricing CLOUD ACCOUNTING Default inclusions in all packages Annual Financial Statements Preparation and submission of all SARS returns: VAT, Provisional Tax & Income Tax Payroll processing and relevant returns: PAYE, UIF, SDL, EMP501, UI19 Assistance with all bookkeeping, tax & technical queries Other services Forecasts, budgets and cash flow modelling Assistance with product costing Recommendations to accounting and internal control systems and procedures Compilations, Independent reviews and auditing bespoke

solutions  
PAYROLL SOLUTIONS  
Service offerings  
SARS and related registrations:  
Pay-As-You-Earn (PAYE)  
Skills Development Levy (SDL)  
Unemployment Insurance Fund (UIF)  
Workers Compensation Assistance (WCA/COIDA)  
Monthly payroll processing and payroll reconciliations  
Issuing of pay slips and monthly payroll reporting  
Submitting all monthly statutory requirements (PAYE, UIF, etc.)  
Preparation, reconciliation and submission of EMP501 for 6- & 12-month assessments  
Issuing of IRP5 certificates  
Submission of Annual Workmen's Compensation  
Submission of UIF Forms at the Department of Labour  
Application for tax directives  
Skills Development Levy  
Unemployment Insurance Fund  
Bi-Annual Reconciliations  
Tax directives  
CIPC REGISTRATION  
Secretarial services  
Company Registration - click for more  
Maintenance of company and secretarial records  
Change of company name  
Change of directors  
Change of company address  
Change of auditors  
BB-BEE certification  
Annual returns (AR) and letter of good standing  
New Basic Company Registration Package includes  
Reserved company name  
Company registration certificate (COR14.3)  
Income tax registration certification  
CIPC filing fees  
Basic Memorandum of Incorporation  
Share certificates for all shareholders  
ADVISORY SERVICES  
Management consultancy  
Business development consultancy  
Financial administration & consultancy  
Financial information systems  
Assessment & implementation of internal controls & risk reviews

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