



Chartered Accountants & Auditors Inc.
Geoktrooieerde Rekenmeesters & Ouditeure Ing.





COMPANY INTRODUCTION

ARC Chartered Accountants and Auditors Incorporated (ARC) is a renowned audit firm - a trusted name with a national footprint and local touch. Our company was formed in 1996, and is a medium sized Level One B-BBEE compliant audit firm with 10 offices nationwide. We offer a range of specialised services, catering for everyone from the individual and small and medium sized companies to the government sector. Our highly experienced team is able to offer you accounting, tax, audit and other assurance services, as well as statutory secretarial services. Here, your needs will be met and your expectations exceeded.

SERVICES

■ *Audit & Assurance*

At ARC we strive to earn and keep your trust, which is why you can always expect us to deliver reliable audit opinions. We remain on the edge of audit methodology and provide audit services to the public as well as the private sector. Our services include:

- ◆ Statutory and voluntary audits of annual financial statements
- ◆ Independent reviews of annual financial statements
- ◆ Internal audits
- ◆ Performance of viability studies and due diligence audits
- ◆ Special purpose audits, e.g. VAT audits

■ *Accounting & Management*

We believe that a company's financial management reporting is only as good as the integrity of the processed data. We therefore pride ourselves on our reputation as chartered accountants. For us it is all about delivering a comprehensive accounting service rather than just bookkeeping. This includes:

- ◆ Processing of full accounting records
- ◆ Preparation of monthly management reports and the analysing and interpretation of the financial position and results
- ◆ Preparation and maintaining of budgets and estimates
- ◆ Cash flow planning, forecasts and projections
- ◆ VAT reviews of accounting records
- ◆ Submission of periodic VAT returns
- ◆ Development and implementation of accounting and internal control systems
- ◆ Compilation of legally compliant annual financial statements
- ◆ The supply of temporary financial staffing resources
- ◆ Reconstructive accounting services

- ◆ Salary administration
- ◆ Succession planning
- ◆ Business valuations
- ◆ Feasibility study
- ◆ Benchmarking
- ◆ Consulting and advice on structures
- ◆ Selling and buying of business ventures
- ◆ Raising of finance
- ◆ Equity valuations
- ◆ Government grants through DTI
- ◆ Claiming from SETA'S
- ◆ Monthly management accounting
- ◆ Evaluation of business performance

■ *Public Sector*

Over many years, ARC has earned a reputation in the industry for delivering public sector audits of the highest standard. We have performed both contracted-in and contracted-out audits on behalf of the Auditor-General of South Africa. Our public sector teams are also involved in consulting projects with municipalities, assisting in the preparation of GRAP compliant financial statements and fixed asset registers. We are highly skilled in:

- ◆ PFMA audits
- ◆ MFMA audits
- ◆ Audits of predetermined objectives
- ◆ Preparation and/or review of GRAP compliant financial statements
- ◆ Preparation and/or review of GRAP compliant fixed asset registers



■ *B-BBEE Verification Services*

We are an IRBA accredited B-BBEE verification agency. As auditors we provide a total auditing solution by combining our B-BBEE service with the rest of our service offering. It's an holistic approach that works for you. We perform verifications in terms of the EME, QSE and Generic codes, across all sectors in the economy.

■ *Taxation*

Taxation legislation is becoming more complicated almost by the day, with governments worldwide restricting tax planning mechanisms more and more. Fortunately, as tax specialists, it's our job to simplify the complicated. We're here to ensure optimal tax planning for individuals, owner managed companies and big corporate companies alike. These services include:

- ◆ Tax advice and planning
- ◆ Liaison with tax authorities
- ◆ Tax reviews
- ◆ Valuations for capital gains tax purposes
- ◆ Individuals and corporate entities tax
- ◆ Tax planning and minimizing of taxation liabilities through legal means
- ◆ Estate planning
- ◆ Statutory requirements such as the submission of VAT, PAYE and Income Tax returns
- ◆ Corporate and personal taxation advice, including income tax, value added tax, estate duty, capital gains tax and donations tax
- ◆ Offshore tax planning and structuring
- ◆ Structuring for tax purposes of executive and other employee remuneration packages



OTHER SERVICES

Over time we have built on our core expertise in order to offer a complete solution to our clients. Our offering therefore extends to ancillary services such as:

- *Preparation of business plans*
- *Investigation of mergers, acquisitions and disposals*
- *Fiduciary services*
 - ◆ Drafting of wills
 - ◆ Establishment and administration of trusts
 - ◆ Estate planning
- *Secretarial and legal advisory services*
 - ◆ Registration of companies, close corporations and trusts.
 - ◆ Incorporation of professional practices
 - ◆ Conversion of close corporations to companies
 - ◆ All statutory registrations
 - ◆ Acting as trustees, executors of estates and arbitrators
 - ◆ Safekeeping of company and close corporation statutory records
 - ◆ Co-operation and shareholder agreements
- *Insurance*
 - ◆ Business insurance, e.g. keyman, buy-and-sell policies and agreements
 - ◆ Contingent liability planning
 - ◆ Group retirement planning, i.e. retirement annuities, pension and provident funds
 - ◆ Group medical aid schemes
 - ◆ Group life insurance packages
 - ◆ Analysing of short-term insurance needs
 - ◆ Investment advice, pertaining to national and international markets

**Let us become a pillar of strength in
your business.**

OFFICES

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