



RISKCAP



Keeping your books is now easy and stress-free

We offer book-keeping, payroll and other administrative services to companies where efficiency, accurate management of financial affairs and cost savings are key drivers.

BOOK-KEEPING AND PAYROLL SERVICES

riskcap.com

About RiskCap

RiskCap International Ltd is an independent professional services firm dedicated to providing services encompassing the areas of **Governance, Risk Management and Compliance**.

We are committed to innovative thinking, best practice and a strong GRC culture to be at the forefront of our specialist areas and challenge our clients to think differently. We also provide a wide range of ancillary services in order for our clients to receive an all-inclusive service.



Our Services

Today's complex economic environment requires that you get the most out of your finance and payroll functions – simply meeting statutory requirements is no longer sufficient. For small and medium companies, this requires flexible, creative, and cost-effective solutions that arm them with the information necessary to run the business. We provide a full range of services to support clients at every stage of their lifecycle. These include:

Book-keeping

We can establish and maintain computerized accounting systems for clients.

Cash flow forecasts

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

Budgets and Management Accounts

We will prepare budgets and management accounts for clients on a quarterly basis, highlighting variances between projected and actual amounts.

Administrative Support

We provide a wide range of administrative support services, including the preparation of payment orders, acting as a second signatory on payment orders, preparation of travel expense claims and invoice preparation.

Year-End Accounts

We will prepare client accounts in preparation of the year-end audit.

Payroll

Our team can provide clients with several services in this area, including full payroll for all employees and "executive payroll" services that entail added discretion in relation to the salaries of top management.

Taxation Compliance

We will prepare, and submit personal and company income tax returns.

Regulatory Reporting

Our team will prepare client's financial regulatory reporting e.g. financial returns and COREP returns.

Key Benefits

- < Reduce risk;
- < Add value to your business;
- < Efficiency.

Our services accommodate

- < Investment managers and funds;
- < EMI's and Pl's;
- < Credit institutions;
- < Investment firms;
- < Insurance firms.

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