



**ELYAA**  
AUDIT | TAX | ADVISORY

## HLB ELYAA ACCOUNTING AND BOOKKEEPING SERVICES

Every organization needs reliable, accurate and timely financial information to manage their operations effectively. HLB Elyaa has a devoted professional team supported by the latest technology and software to serve the needs of our clients.

Financial accounting represents the cornerstone of your business and the base to align your strategies and measure ongoing performance. At HLB Elyaa, we help our clients by engaging the expertise of our professional resources to highlight key performance and upgrade the quality of data and financial reports.

We adopt technologies that allow smooth transformation of data, documents and communication between our professional staff and our client team directly linked to the source transaction and supporting documents.

### BEYOND THE NUMBERS

You might have the capability of running the day-to-day accounting and routine job and need an expert to fine tune your records. We can help resolve the accounting issues, close your books and streamline the reporting process on time. This involves a high-level review of the data input process and giving instructions to correct the path going forward.

In addition to running reports and analysing past performance, we can prepare forecasts, cost centre analysis, flag shortfalls or indicate better performance. Reports can be made in compliance with IFRS, other GAAPs or special management reports depending on your needs.

We can also assist with year-end financial statement services comprising of annual reconciliations and the compilation of financial statements with notes to the accounts.

[www.elyaa.com](http://www.elyaa.com)

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**TOGETHER WE MAKE IT HAPPEN**



## PAYROLL ADMINISTRATION

At HLB Elyaa, our professional team can assist with the management of your payroll in full discretion. Our teams work on the automation of the payroll process from building the master files, initiating the payroll process and ensuring appropriate approval levels and execution.

## OUTSOURCING YOUR RECORD-KEEPING

Outsourcing the finance and accounting function for SME's would add value to clients through reliance on a professional team to achieve the following:

- Tailoring and standardizing the accounting process;
- Customizing a systematic workflow of transactions;
- Cost efficiency considering the size and volume of transactions;
- Assistance with decision making process of the right software to select;
- Timely and accurate reporting that will enhance the decision-making process;
- Enhancing the completeness of the audit trail;
- Bookkeeping and day-to-day file maintenance;
- Preparation of year-end accounts;
- IFRS support and implementation of new accounting standards;
- Accounting support and control process assessment;
- Year-end closing includes reconciliation and compilation of financial statements.

We work closely with our clients and adopt a simple yet effective approach to not only meet but exceed your expectations. Together we make it happen, through our expertise, technology, cumulative knowledge and experience.

## GET IN TOUCH

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