



Professional Accounting Services

Let us make things easy!



www.occourtax.co.uk

Our Services



Bookkeeping

Full range of Bookkeeping activities including Bank Reconciliations, AP/AR Reconciliations, Bookkeeping clean up jobs, AR/AP query resolution, Reporting, and Annual Bookkeeper review.



VAT Returns

Monthly/Quarterly VAT Return review and return preparations.



Payroll

Payroll services are customised to meet your needs. We can help with payroll management through cloud software, perform monthly/yearly reporting, HMRC compliant accounting, BACS approved payments, P45/46 generation, Weekly/Monthly Payslips, FPS / EPS submission, Year end P35 , P11D & P60's and Furlough submission



Year End Accounts and CT Return

Trial Balance and Ledger reconciliations, Accounts preparation under FRS 101/102/105 or IFRS, Corporation tax computation, CT600, and Sole Trader/ Partnership accounts, Self-assessment tax returns



Management Accounts

Custom reporting to meet client requirements, KPI reports, Budget Preparation, Cash flows, Forecasts and Advisory Reports.



Secretarial

Company formation, VAT/PAYE registration, filing confirmation statement and Companies house filing.

Outsourcing Benefits

Outsourcing of Accounting and Finance functions in Accounting firms started in the 90s with the big 4 who had the capital to invest in their own back offices.

Over the years, third party service providers - such as Occontax Limited.



were form in South Asia to provide this service to other smaller Accounting firms in the developed world. By the mid 2000s, the smaller firms started to catch on to the ide which had made the top companies tremendously efficient in their operations. Now, even small firms with 0 - 20 employees are thriving with the use of Offshore Outsourcing.



Direct Cost Save

Direct Cost Save
Save as much as 60% with Virtual Employees delivering at least the same quality of work.



Kickstarter

Save as much as 60% with virtual accountants delivering at least the same quality of work.



Employee Handling

Let the outsourcing providers attend to employee-handling issues. You are now a service user as opposed to an employer.



Capital Cost Saving

Save on extra office space, payroll expenses, laptops, furniture and increased utilities. This is one service that comes with hidden savings!

Engage Models

Using our services is straightforward, we offer three engagement models for our outsourcing services. These models are designed to meet different customer needs and are scalable, thus eliminating the cost associated with changes in utilisation.

PAY-AS-YOU-GO MODEL

- Pay only for the number of hours we have worked for you.
- Task based engagement
- Pricing dependent on hours worked
- Monthly Billing
- Ideal for accountancy practices who have seasonal requirements

DEDICATED RESOURCE (FTE) MODEL

- Get a dedicated team or individual to work exclusively on your project.
- Project based engagement
- Fixed Resource Rates
- Ideal for accountants that have large volumes of work to outsource and have a measurable service level requirement

BLOCK-OF-HOURS MODEL

- Buy pre-paid blocks of hours (1200, 2400, 3600 annual hours) with an attractive volume-based discount.
- Project based engagement
- As hours are delivered, they are deducted from the total hours purchased.
- Perfect for accountants small to medium volumes of accounting tasks or where the scope of work can't be clearly defined.

All Plans Include:

- Dedicated Accounts Manager who reports directly to your on-site point of contact
- Ability to scale your teams up or down, as per your requirements
- Introduction of a Customer Relationship Manager for escalation management
- 256-bit encryption • Reports on a daily, weekly, monthly basis
- Same SLAB and KPIs • Unlimited phone and email support