

Let us increase the
value of your
business

ASSET

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Accounting Services

November 2014

- **Accounting**
- **Bookkeeping**
- **Tax Consulting**

About Us

ASSET provides accounting, bookkeeping, business and tax consulting services.

Our aim is to build a bespoke solution that is tailored to our client's specific requirements. We recognize contributing to our client's objectives through professional and successful relationship will bring benefits to all.

We aim to build our long-term professional relationship through personal and direct approach. We believe that open communication and knowledge sharing are the values leading to success.

Our vast experience in accounting, bookkeeping, tax and business consultancy is a guarantee that our clients will receive the best possible accounting services in accordance with accounting standards, regulations and best practices.

What We Offer

- **Accounting services**

ASSET provides full bookkeeping service, but can also focus on particular areas of your account, such as the debtors ledger, payroll, VAT and/or bank reconciliations.

Our accounting services include following financial and accounting functions: preparation and control of documents for further processing, creating electronic batch payments, sales invoicing, account reconciliation for your bank accounts and credit card statements, accounts receivable and accounts payable management, calculation of payroll and other employee benefits and contributions, financial statements and custom reporting VAT calculation.

General Ledger

Account Receivables

Account Payables

VAT

Fixed Assets

Financial Reporting

Payroll

Petty Cash Account

Payment Transfers

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ASSET More in Depth Services

- General Ledger entries
- maintaining the register of accounts receivable and accounts payable as well as the records of analytical accounts
- record keeping, calculation and final control of taxes and preparation of periodic calculations of value added tax (VAT registration)
- bookkeeping of fixed assets and calculation of amortization
- periodical and semi-annual and annual financial reporting
- preparation of financial statements in Bosnian, English or German language in compliance with the client's needs and preferences
- calculation of payroll, related taxes and contributions
- creating electronic payment batches
- keeping tax records for employees and monitoring tax regulations
- managing of petty cash account
- calculations of service contracts and author fees
- accounting management of the cost centers and projects
- administration of the bank account and management of payment transactions
- preparation of documents for short term bank loans
- consulting on more effective processes associated with accounting

Free your resources from your financial function burden. Focus on your primary activities and enhance the quality of your core business.

Contact us to talk about savings in your business, setting off unnecessary stress and risks due to: frequent changes in the law, payroll processing simplicity and confidentiality, time management or any other issue that would improve your business.

ASSET team