

Frustrated with Accounting works...?

AFFORDABLE ACCOUNTING & BOOKKEEPING SERVICES

For Entrepreneurs & Startups

As a small business owner ourselves, we understand how stressful it can be to run a business. We are very determined to make accounting and bookkeeping useful and beneficial for your business.

At vOffice we will make your bookkeeping and tax compliance processes fast and simple..... so you can focus on growing your business.

CONTACT US

TO GRAB YOUR FREE MONTHS AND SPECIAL PROMO PRICES!!

ACTIONS AGAINST COMPANIES & DIRECTORS

For Late/Fail in GST/Audit/Tax submissions



Pay a penalty fee



Blacklisted



Prohibited from going out the country



Serve jail time



May be apprehended by Inland Revenue department, Custom department & other related body

...include other effects that you may face

- + Your credit worthiness may take a hit
- + You'll spend extra time and money cleaning up your mess
- + Have your business seized

SERVICES

- ✓ Data Entry
- ✓ Account Receivable
- ✓ Account Payable
- ✓ General Journal
- ✓ Bank Reconciliation
- ✓ Trial Balance
- ✓ Profit & Loss
- ✓ Balance Sheet
- ✓ GST
- ✓ And much more...

ADDITIONAL SERVICES

- ✓ Storage
- ✓ Statistic Report
- ✓ Liaise With Auditor/Tax agent
- ✓ Year End Audit
- ✓ Tax Computation

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ACCOUNTING & BOOKKEEPING BUSINESS SOLUTIONS PLANS

	NON MEMBER		MEMBER	
	PACKAGE A	PACKAGE B	PACKAGE A	PACKAGE B
Account Receivable - Issue Invoice - Official Receipt	Up to 30 transactions	Up to 80 transactions	Up to 50 transactions	Up to 100 transactions
Account Payable - Enter Suppliers Invoice - Payment Voucher				
Journal Entry				
Credit Note				
Debit Note				
Bank Reconciliation	FREE (1st 2 pages)	FREE (1st 4 pages)	FREE (1st 3 pages)	FREE (1st 5 pages)
Trial Balance	FREE	FREE	FREE	FREE
Income Statement	N/A	N/A	FREE	FREE
Balance Sheet				
Statistic Report			FREE (Quarterly once)	FREE
GST			N/A	FREE
TOTAL FEES	RM850	RM1,200	RM450	RM600

ADDITIONAL SERVICES

Income Statement	RM120	RM88		
Balance Sheet				
Statistic Report	RM60	RM50		
GST	RM788	RM688	RM50	
Storage	TBA	TBA	TBA	TBA
Additional Statistic Report	RM60	RM50	RM30	RM25
Liase with Auditor	RM350	RM600	RM200	RM300
Liase with Tax Agent	RM150	RM200	RM150	RM200

Do you know that...

01. Many Companies choose to outsource their accounting services in order to save time and money.
02. Managing figures and numbers is not a task anyone can take unless you took up accountancy. It's a real tiring job that takes effort, patience, and complete understanding of the subject.
03. An independent outsource accountant who knows exactly what they are doing and at a small monthly fee will provide you a flawless account to protect your business and accurate financial reporting.
04. Keeping a proper account will simplify your audit and lead to better audit & tax saving.
05. Most people find it difficult to prepare GST account and concern about its technicality. Not submitting your GST report and payment on time is a criminal offence.

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