

**EVEREST ACCOUNTING AND BOOKKEEPING**  
**Your Business, Our Solution**

Everest Accounting & Bookkeeping is a medium-sized progressive accounting and bookkeeping company registered in Dubai Economy department. We provide complete financial and accounting services. We are pursuing and delivering high quality accounting and bookkeeping services, where technology forms the heart of business. The firm has continuously been pushing the bar of excellence, ever since its inception and has successfully scaled new heights.

We differentiate ourselves by maintaining high professional standards of client satisfaction, integrity, sincerity and fast service which has helped us to serve and build many more active client bases. We believe that a smart, well-educated and experienced team can only provide an excellent service. So we have built a team of professional people.



**Our Vision**

To become one of the leading professional organizations in United Arab Emirates

**Our mission**

To offer high quality professional services and to become part of your business

## **Our core values**

At, Everest Accounting & Bookkeeping, we believe that every business and individual has the potential to better manage, grow, and plan for their wealth. The key lies in knowledge. Our duties now see us taking an active role in helping to direct your business or finances in a direction which helps you grow and develop your wealth.

## **Professionalism**

We aim to be one of the leading accounting firm in UAE and globally. By combining our expertise, experience and the energy of our staff, each client receives close personal and professional attention.

Our high standards, service and specialized staff spell the difference between our outstanding performance, and other firms. We make sure that every client is served by the expertise of our whole firm.

## **Responsiveness**

Our firm is responsive. Companies who choose our firm rely on competent advice and fast, accurate personnel. We provide total financial services to individuals, large and small businesses and other agencies.

## **Quality**

An accounting firm is known for the quality of its service. Our firm's reputation reflects the high standards we demand of ourselves. Our primary goal as a trusted adviser is to be available and to provide insightful advice to enable our clients to make informed financial decisions. We do not accept anything less from ourselves and this is what we deliver to you.



**Strengths:**

- Customer Empathy
- Effective Time Management
- Expert Efficiency
- Service Affordability
- Continuous Innovation

**Our services**

We focus on serving the unique needs of our clients on a one-to-one basis. We are accessible, flexible, and personal, and we make your business our business. We are dedicated to professionalism, integrity and clients' satisfaction. Our range of service includes followings:

1. Accounting and bookkeeping service
2. External Audit and Internal Audit
3. VAT Services & Excise services
4. PRO Services
5. Debt Collection Services
6. Business Advisory and Consulting services
7. Economic Substance Regulations (ESR)
8. Ultimate Beneficiary Ownership (UBO)
9. Training for accounting software of Tally, QuickBooks, Zoho, Xero
10. Payroll accounting and WPS Support

**1. Accounting and bookkeeping service**

Accounting and bookkeeping is an indispensable of every organization for growth of any business irrespective of its size. Beyond balancing the books, professional accountants can give objective business advice on how to grow company. It can help with taking care of business deductions and the task of business incorporation. Our professionally qualified and experienced accountants understand and analyze business transactions and ensure compliance with accounting standards and IFRS. Everest Accounting and Bookkeeping has well trained staffs familiar with many of the accounting software's like Tally, Xero, QuickBooks, Zoho, Uniqon Fact and others.

Our accounting and bookkeeping service includes following:

- Maintenance of proper books and records by using computerized accounting systems.
- Preparations of monthly accounting reports for management purposes such as PNL, BS, Cash flow Statement, budgets and related schedules for the reports.
- Preparation of debtors and creditors statements and ageing analysis
- Monthly Bank reconciliations, Creditors and debtors reconciliation Unaudited accounts preparation for banks.

**2. External Audit and Internal Audit**

Audit helps an organization to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. We Everest Accounting and bookkeeping ensure to performed by professionals with an in-depth understanding of the business culture, systems, and processes, the internal audit activity provides assurance that internal controls in place are

adequate to mitigate the risks, governance processes are effective and efficient, and organizational goals and objectives are met. We cover following range of services:

- Statutory audit
- Financial Audit
- Compliance Audit
- Operational Audit
- Special Investigation
- Stock Audit

### 3. VAT Services & Excise services

We involve a team of professional experts well versed with UAE VAT Laws and always ready to help you with issue related to vat and accounting. Our range of Services includes:

- VAT Registration and De-registration
- Vat accounting and Vat Audit
- VAT Filing
- VAT Refund filling
- VAT Amendment
- VAT training
- Excise monthly return submission
- Excise Audit
- Import/Export code
- Custom clearance documentations and support

### 4. PRO Services:

Every company in the UAE requires the services of a Government Liaison Officer, otherwise known as a Public Relations Officer or PRO. PRO services refer to all activities related to processing governmental documents and paperwork, such as visa applications, labor cards, and company trade licensing documentation and approvals. As one of the leading business formation and support providers in Dubai, Everest Accounting & Bookkeeping offers a range of PRO services, providing a reliable and cost-effective solution to individuals and companies.

Our most common PRO Services are:

- Resident and Employee Visa
- Labour and Immigration Cards
- Labor Quota applications
- Investor Visas
- Family Visas
- Offshore & Security Passes (CICPA)
- Emirates ID Cards
- Company and Branch formation
- Annual License renewals and updates
- Changes to Trade Licenses, transfers



- Regulatory approvals and NOC letters
- Notarization of Legal Documents

#### **5. Debt Collection Services:**

This is a matter of serious concern for the businesses and freelancers as it is critical for profits and also consumes the valuable time of claimant to follow up. This gets worst when the debtor stops attending calls and responding to any emails. Through our Debt Collection services, we recover your unpaid invoices, trade receivable etc., which can be a daunting and prolonged process. We are experienced in Negotiation, supervision, alliance, and settlement in a cordial way to collect the due amount and handling the cash flow. We can help you not let your debts turn into bad debts.

#### **6. Business Advisory and Consulting services**

In our era, we concentrate on Market Development, Business Planning, Financial Planning, Start-up and Entrepreneurship, Technological development and Innovations, and help to improve the daily operations of the company. Our service include following:

- Investigations
- Feasibility study and business plan
- Investment appraisals
- Review of internal Audit and internal control
- Advise on accounting systems selection
- Management consulting

#### **7. Economic Substance Regulations (ESR)**

The UAE economic substance requirements apply to all UAE onshore and free zone companies and certain other business forms that undertake one or more "Relevant Activity" for financial years commencing on or after 1 January 2019. We are ensure to submit ESR Filing.

#### **8. Ultimate Beneficiary Ownership (UBO)**

Cabinet Resolution No (58) of 2020 introduces new requirements for entities to disclose its beneficial owners. The main purpose is to enhance transparency of entities registered in the UAE, as well as to develop effective and sustainable executive and regulatory mechanisms and procedures in respect of beneficial owner data. Our range of service on UBO is as following:

- Register of UBOs
- Register of Nominee Director / Manager
- Register of Partner / Shareholder

#### **9. Training for accounting software**

Everest Accounting and Bookkeeping has professional and experienced staffs has depth knowledge in various accounting software's like QuickBooks, Xero, Tally ERP 9, FACT, Zhoho, Uniqon and other cloud based and customized software.

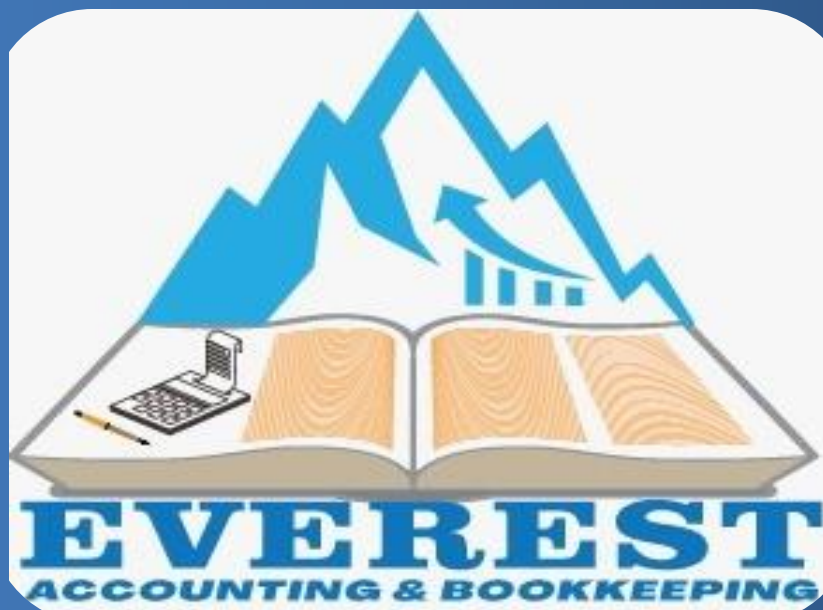
#### **10. Payroll accounting and WPS Support**

Our goal is to reduce our clients' payroll administration and to offer a fully managed payroll service always following the labor rules for wages protection systems. Our payroll services include followings:

- Maintaining details of company's employee
- Ensuring the rules for WPS so client will never suffer for WPS Block by Labor.
- Preparation of Salary Information File (SIF). Assisting client to upload the SIF file via bank portal to reduce the cash transactions.
- Preparation of end of service benefit as per UAE labor law.

## Our Team

Our teams of dedicated professionals led by senior qualified accountants are obliged to give you quality services which will enable you to serve your clients better and there by improve your business. We together with our associates in various locations of UAE and other countries enable us to give you the best in the industry.



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