



# Accounting Services

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**Keeping it simple, and  
suitable for your business**



**LONGWOOD**  
Business Support

# Qualified Accountant (Experienced Practitioner)

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- **Finance Manager in District Energy Industry for 15 years** (from design to operation of 25 year + Energy Schemes)
- **Business partnering at large accounting practice for 3 years**
- **Supporting Business Start-ups** (3D Technical Design Ltd, Heat Network Associates) **4 years**
- **Set up Longwood Business Support - 2020**



# Accounting Services

- Accounts Preparation for statutory purposes
- Accounts Preparation for sole traders
- Bookkeeping
- Payroll
- Value Added Tax
- Computerised Accountancy Systems
- Corporation Tax
- Self-Assessment
- Management Accounting
- Budgeting and Forecasting



# Business Start-ups

- Support small start-ups to get off the ground
- Register with Companies House, HMRC for VAT, Corporation tax and PAYE
- Set up accounting systems & Cloud Accounting
- Accounting training





**Xero advisor certified**

## Cloud Accounting Adviser in QuickBooks and Xero

**As Certified Advisers, we partner with QuickBooks and Xero. Client benefits:**

- Access to dedicated technical support
- Assistance with transferring manual accounting to Xero or QuickBooks
- Advice on choosing the right subscription for your business
- Help to choose integrated apps which might benefit your business (booking systems, expenses, timesheets, projects, stock, Customer relationship management)

# Management Accounts

## **Profit & Loss**

Income and expenditure  
Breakdown of expenses

## **Balance sheet**

Accurately reflecting  
assets and liabilities of the  
business.

## **Cashflow**

Ability to forecast detailed  
cashflow forecast & cash  
requirements for the  
business

## **Invoice Management**

Debtor days (visibility of  
average durations when  
customer's pay their  
invoices)

**All of our advice is  
provided as a business  
partner.**

**Aim is to provide  
meaningful  
information to enable  
decision making**

**Prepared and  
presented for non-  
finance audiences**

# Experienced Finance Administration



Customer  
invoicing

Credit  
control

Posting  
supplier  
invoices

Supplier  
payment run

Processing  
staff  
expenses

Raising  
Purchase  
Orders.

# Contact Us:



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