



AMQ Accountants

Solutions for a New Economy

Strategic Advisory Services

Strategic Advice – Intensive Support

We work very closely each year with a small number of clients providing them with intensive strategic advisory support. These are usually clients who are engaging in a process of significant change and requiring a high level of support.

Strategic Plan - Development

We assist clients develop strategic plans for their business. This gives them a roadmap to move forward sustainably over time. As part of our service, we perform periodic reviews to ensure that the business is on track.

Note: It is statistically proven that businesses with business plans are more successful than those who have none.

Internal Control Reviews

We provide clients with independent internal control reviews to determine areas where control improvements could be beneficial to the business.

Buying or Selling a Business

We assist with the buying or selling of a business and take the client step by step through the significant process as follows:

- + approaching potential parties to the transaction
- + negotiating with buyers/seller
- + managing associated due diligence
- + assisting with relevant legal representatives
- + assessing the commercial importance of legal agreements
- + advising on communications with employees, customers, suppliers and other stakeholders

Raising Finance

To ensure positive operating cash flow, we assist with all /or a combination of the following:

- + bank finance
- + government grants
- + investor finance

Commercial Reviews

We offer commercial reviews by:

- + assessing financial drivers of the business
- + costing products and services
- + exploring the effectiveness and efficiency of organisational processes
- + assessing the effectiveness of Sales & Marketing spend
- + developing and implementing Key Performance Indicators (KPIs)

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End of Year Services

External Audit

We provide external auditing services to small and medium sized clients. Our approach is in line with International Auditing Standards and we are approved in the Republic of Ireland by the Chartered Association of Certified Accountants. The Managing Director and the Head of Audit both have backgrounds with the big four auditing firms.

Compliance Services

We provide full end-of-year accounting services to clients:

- + preparation of financial statements
- + preparation & filing of CT1
- + preparation & filing of individual tax returns
- + preparation & filing Companies Registration Office (CRO) returns

We offer planning sessions to clients to inform and help optimise available benefits and reliefs throughout the business development lifecycle.

Company Secretarial Services

We provide a full range of company secretarial services including statutory registers. Maintenance of statutory registers is extremely important for companies and is especially so when raising funds or selling a business.



Finance Department Assistance

Debtor Collection

We work with clients to better their debtor collection process. A current tailwind in accounting software solutions has automation features that help improve these processes significantly.

We can help by:

- + automating the issuing of recurring invoices
- + automating the issuing of statements
- + automating the issuing of follow up letters
- + advocating that customers, in some instances, sign up to direct debit

Accounts Payable Automation

We advise on current automation tools that help reduce manual intervention when coding supplier invoices. Our assistance can greatly improve the efficiency of accounts payable process including input times, more accurate coding and payment processing.



Benefiting from Cloud Accounting

We assist you in maximising the benefits of a cloud accounting system.

This includes:

- + implementing purchase order approval process
- + outsourcing aspects of data processing
- + improving interactivity with accountant
- + getting better and more timely management information
- + creating and implementing automated cash flow forecasting and alert management

The greatest benefit of cloud accounting systems is that a team in many locations can interact with the same data providing much better controls and information. When managed carefully it will:

- + improve overall customer service
- + increase efficiency & reduce waste
- + improve controls & management information
- + allow for better decision making
- + facilitate employees working remotely and/or from home

Training

We offer training to clients to improve effectiveness by using video and screen capture tools to document processes.