



# Accounts & Bookkeeping Services

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IMC specializes in providing outsourcing services for accounting solutions such as bookkeeping, accounting, payroll and many other business support services to its clients globally.

Our mission is to enable clients to focus on their core competencies, improve business processes, maximize productivity, minimize costs, increase revenue and save valuable time to achieve optimal results by outsourcing their finance and accounting requirements to us.

### Output reports that you will receive from our professionals:

- Monthly Trial balance
- Monthly Bank Reconciliation
- Analytical Sales and Purchases Report
- Analytical Receivables and Payables Report
- Analytical General & Administrative Expenses Report
- Letter of Credit Report
- Payroll and wages Report
- Fixed Assets and Depreciation Report
- Annual Profit and Loss Account
- Balance Sheet
- And many other reports and output information

### Our Service Packages:

#### In house accounting and bookkeeping:

We will handle your accounts in house (in our office) and will provide the monthly and/or any other reports as and when required

#### Year End Closing:

On receipt of your yearly accounting documents our professionals can finalize the closing of the accounts and audit for the year end.

#### Customized bookkeeping:

Our professionals can customize a bookkeeping/accounting plan or procedure to suit your business needs. Our well experienced accountants will maintain your accounts and provide reports as and when requested.

For further information on our corporate finance services, please contact [bc@intuitconsultancy.com](mailto:bc@intuitconsultancy.com)

You can also visit [www.intuitconsultancy.com/ae](http://www.intuitconsultancy.com/ae)