

Since 2006 our team of accountants, consultants and bookkeepers have been passionate about your success.

We understand that to be successful in business you need to achieve both personal and business goals. So our approach is holistic, innovative and proactive.

At Sass, we are continually looking at ways to improve business performance - and we walk the talk! We like to develop partnership relationships with our clients and work closely with them to ensure their business and financials are as efficient and effective as possible; and of course all leading towards their goals.

Contact us today for:

sassaccounting
sassbookkeeping
sassconsulting
sassmarketing

Our mission is "to help our clients realise and achieve their successes. We do this through personalised and proactive services that are consistent and of a high quality".

www.sass.nz



What Our Clients Say

"The team at Sass speak plain English and are always going that extra step, which is the difference between service and 'great' service."

"The more Sass does for us, the more we want them to do."

"The team show a high degree of confidentiality and all matters are dealt with quickly and with no fuss."

"I have and will continue to recommend Lisa and Sass to anyone who is looking for the services they provide."

"It's peace of mind knowing that Sass manages the financial side of our business."



You Can Find Us At

Level 4, Rangitane House, 2 Main Street, Blenheim

Phone: (03) 577 7128

Email: info@sass.nz

Fax: (03) 929 3552

Web: www.sass.nz

Our Partners



sass
your success is our business

Helping you Manage Smarter

sassbookkeeping
sassaccounting



ANNUAL ACCOUNTS/TAX RETURNS

We work with you **proactively** to increase efficiency, reduce costs and minimise tax. We:

- Provide recommendations and advice to manage your tax liability
- Help you understand your financial statements in language you can relate to
- Manage your monthly accounts, and prepare your end-of-year annuals/ taxation, making it cost effective for you
- Link you as a client with IRD and manage all of your taxation requirements on your behalf
- Have experienced staff who actively train and keep up-to-date with legislative changes and trends

BUDGETING & CASHFLOW FORECASTING

Budgets and cashflow forecasts help with:

- Highlighting times when cash will be tight so you can prepare
- Giving you sales targets to work towards
- Keeping your spending in check
- Understanding your revenue needs to operate your business and produce a profit
- Obtaining finance from your bank

Our budgeting software enables us to produce 'actual vs budget' reports that are rolling. This means we are always forecasting out 12 months in advance. When we update your budget, it allows you to see how your cash will change each month. Remember, cash is king!!

MANAGEMENT REPORTS

Our management reports are very user-friendly. They highlight strengths and weaknesses, track trends and KPIs, provide comparisons to previous years and budgets, enabling you to make informed decisions and understand how your business is performing. Wouldn't you love to anticipate issues before they arise? We can prepare monthly, bi-monthly or quarterly reports. Our reports can be the difference between surviving and succeeding.

INDICATIVE BUSINESS VALUATIONS

A business valuation helps you plan for your future and gives you a basis for succession planning or exiting options. It ensures you will get the right price for all the effort you have put into building up your business and helps you to be ready for opportunities that come your way.

ACC LEVY REVIEWS

We understand that you don't have time to read all the fineprint about ACC levies and yet, you could be paying more than you should be. Our review will check your ACC invoice is correct and that the rate is relevant to your organisation, check you are on the best cover suited to your business, and see where savings can be made.

TAX REVIEWS

Our tax reviews allow you to know your potential tax liability in the coming year, enabling you to plan and potentially reduce any IRD use-of-money interest. This assists cashflow and ensures there are no nasty surprises.

MONTHLY ACCOUNTS

Outsource your bookkeeping and financial administration to Sass and spend more time on the things you enjoy and are great at. We ensure your accounts are always up-to-date, giving you the knowledge to make informed financial decisions for your business. We can do as much or as little as you like and we can process your accounts at our office or yours.

Key benefits:

- Your own dedicated accounts manager available 5 days/wk/8hrs/day
- Fast turn-around service
- Friendly and personal service
- Improved cashflow
- You have more business or leisure time
- Experienced with expert financial resources and tools

DEBTOR MANAGEMENT & DEBT COLLECTION

We ensure invoices go out quickly and overdue invoices are chased up to help you get paid faster. Our services include:

- Data entry—timesheets, stock etc.
- Preparing and sending out invoices
- Sending out monthly statements
- Debt collecting via emails and phone calls
- Dealing with any invoice or account queries directly with your clients

CREDITOR MANAGEMENT

Our creditor management services focus on freeing up your time, keeping on top of your creditors, keeping you informed, ensuring you are claiming all expenses correctly and paying your creditors correctly.

- Collating and entering creditor invoices
- Reconciling against statements
- Monthly payment report
- Uploading of payments to bank

BANK RECONCILIATIONS/GST

We will keep your accounts up-to-date on a daily, weekly or monthly basis ensuring that all accounts are reconciled at the end of every month. We will prepare your GST return, file it, and upload the payment.

- Data entry
- Reconciliations—daily/weekly and monthly
- Prepare & file GST
- Uploading payment to bank
- Year end preparation

PAYROLL/PAYE

We take the time and worry out of your payroll processing by taking care of all your employee records including payslips, PAYE, reporting, holiday pay/sick days, Kiwisaver and direct pay to bank.

TRAINING

Our Xero and MYOB specialists can ensure your staff are properly trained to get the most out of your software. Go online to check out our various training options.