

CAPSTONE ADVISORY SERVICES CC
REG. 2005/152956/23

**Postnet Suite 244
Private Bag X13
Brackenfell
7561**

**Tel: (021) 982 0785
Fax: 0865 744415
maris@capstoneadvise.co.za
Practice number SAIBR 798**

Good Day

This is some of the services I offer:

- Accounting services
- Bookkeeping services
- Taxation services
- Advisory services
- I also offer services such as income tax registration, VAT registration etc.
- I can assist you with the filling in of VAT, PAYE, and income tax returns.
- I perform payroll management on a monthly basis.
- I prepare General Ledger's which is a requirement for all CC's by law.
- I prepare financial statements
- I do management accounts as well as cash flows and budgets

Just to give you an idea of the costs involved,

- Income tax registration R 350 per individual (vat included)
- Income tax registration R550 per business.
- Annual returns to CIPRO
- VAT registration R 2000 (vat included).
- Tax Clearance Certificate R185 (vat included) – Good Standing
- Tax Clearance Certificate R550 (vat included) – Tender purposes
- PAYE, UIF, SDL registration R750 (vat included)
- IRP6 returns twice a year R185 per return (vat included)
- Hourly rate between R195 to R300 per hour
- Also work out monthly packages for client should you need me to do monthly work.
- Registration of Companies R2500
- Change of Article of Association to the New MOI between R1200 – R2500

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Let me take all the hassle of queuing on the SARS long lines for you at very low price.

Please feel free to contact us should you be interested in any of our other services. We are more than willing to discuss the fees with you for our other services.

Should you require any further information or assistance please do not hesitate to contact us.

Regards

Marius Theart(SAIBR)