



CLIENT SERVICES

Olive Business Solutions is a specialist firm of Chartered Accountants that offer a variety of services.

Whilst we offer core services as a firm Chartered Accountants (excluding Statutory Audits) our specialist knowledge in Strategic Management, Marketing and Decision Making allows us to provide a unique business advisory and compliance service to our clients.

The firm's founder and Organisational Leader, Sastri Ramiah is a Chartered Accountant (SA) (1991) and a Chartered Global Management Accountant (UK) (2002). The firm has been in existence since 1995 and is in public and private practice for over 30 years.

The firm's services are contained on our website and marketing brochure.

Billing Methodology:

Our billing methodology is based on the principle that our Value to the business over a period of time must always exceed our cost. Our firm's goal is to enhance compliance with South African and related regulations whilst at the same time to create wealth for the business owner.

Depending on the size of our clients, the processing of books of account are either performed at our OBS Westville Offices or at the clients' finance and administrative office.

CORE SERVICES

The core services comprise of monthly processing and review of monthly management accounts. These accounts are used for compliance purposes and strategic analysis and decision making. The core service includes:

- Monthly processing of books of account
- Review of monthly reports from books of account
- Review of vat reports
- Completion of Vat returns
- SARS queries and support
- Client queries and support
- Ongoing strategic advice and oversight by Sastri Ramiah CA(SA), CGMA(UK)

The Core services are normally charged for in the form of a monthly retainer by debit order and is reviewable at the beginning of each financial year in March. The retainer charge is based on the scope of service levels provided for each category of work. Should the scope and or volume of monthly work change additional charges will be billed for separately or the monthly retainer amount may be adjusted.

PERIODIC SERVICES

These services are normally performed periodically as and when the service need arises.

Periodic services include and is not limited to the following:

- Computation and submission of Provisional tax returns (August and February)
- Employer PAYE reconciliations and submissions (May and October)
- Preparation of Annual Financial statements (performed within 9 months after year- end)
- Completion and submission of annual tax returns (IT12 & IT14) within 12 mths after year end
- Annual Tax clearance applications
- SARS Audits (VAT, IT14SD, Income tax)
- BEE Letters
- Confirmation Letters (Earnings, Net Assets, Accountant appointment)
- Secretarial services (New Co formations and changes/ Annual returns)
- Statutory Registrations (VAT, WCA, Customs etc.)
- Credit Checks (TransUnion)
- Business plans
- Payroll Administration
- Special work (Internal Audits, Special Projects, Valuations)
- Ancillary services (Banking & Financial services)

SPECIALISED SERVICES

The specialised services offered includes the Digital Business Consultancy Services.

STAFFING:

The firm employs professional staff including graduate trainee accountants. Professional staff include an experienced Post Graduate Office Manager. The firm also has external professionals whose expertise is utilised depending on the complexity and specialisation of the service required.

CONTACT INFORMATION:

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