COMPANY PROFILE

synergies accounting cc

Businesses move fast and deadlines are short

Never miss a beat

“from inception to success”
INTRODUCTION

Synergies accounting and Secretarial services was founded in Namibia by qualified and experienced Accountants. Synergies assists companies from inception until they become renowned brands.

OUR MISSION

To be the leading accountants and business advisers, with a reputation of quality services when dealing with our valued clients. Adhering strictly to applicable financial reporting standards and best practice.

VISION

We aim to be the practice of choice in Accounting, Taxation and Secretarial Services in the growing Namibian market. To achieve this, we aim to champion the needs of the market in the application of consistent international financial reporting standards, promoting the value of sustainable business, which we believe best supports local business and meet the local regulation standards.

VALUES

Our values are inspired by The Southern Africa Institute of Business Administrators (SAIBA) and International Federation of Accountancy (IFAC) Code of Conduct and Association of Chartered Certified Accountants (ACCA).
OUR MARKET

We serve sole trader businesses, close corporations and limited companies. Our dedicated staff members will meet your needs and provide professional service regardless of the size of your business. We are aware that all businesses are different and each has distinct financial budgets.

Our fees are therefore customized and structured in a way that ensures affordability without compromise to quality.

Our services are tailor made to meet the needs of our clients in various industries such as mining, construction, manufacturing, retail, tourism and hospitality, practice firms, financial services, government departments, municipalities, schools, religious organisations and non-governmental organisations.

OUR AFFILIATIONS

Our affiliation to the Southern Africa Institute of Business Administrators (SAIBA) and Association of Chartered Certified Accountants (ACCA) keeps us on the leading edge of professional accountancy as we benefit from the continuous professional developments and regular updates to the regulatory framework.
Our Services

Accounting and Tax Services

All businesses are required to prepare accounts in an acceptable format predetermined by accounting standards and national legislation, and we are always ready to assist in this regard. Whether you are a sole trader, close corporation or private limited that requires accounts for self-assessment or you are a government enterprise or town council preparing statutory accounts or a charity preparing an annual report, we will gladly prepare these on your behalf.

You need to be able to concentrate on managing and developing your business, doing what you are best at. It is therefore important to have someone you can rely on to help with tax, social security, VAT and financial reporting matters. Synergies Accounting exists for this reason, to provide you with this valuable professional service.

Using the very latest software we undertake weekly, monthly and quarterly accounting work, a service which is tailored to the exact requirements, and budget, of each client. This allows us to produce detailed management accounts and financial reports quickly and easily.

Most business need money in order to get started. Later, funds will be required to allow the business to grow and fulfil its potential. Typically you will have used bank overdraft and loan facilities but it is difficult for a new and growing business to raise additional finance without putting up personal assets as collateral. Even then, security alone is not enough—your bank will also want clear evidence that the business will be able to make the necessary repayments.

We can help you to provide that evidence by preparing monthly or quarterly management accounts and helping you to compile detailed business plan, financial budgets and cash flow forecast.
We provide the following within our Accounting Services:

01. Annual or periodic accounts for Tax purposes or financing purposes
02. Advice and support on Accounting software
03. Financial planning
04. Management accounts and forecasting
05. Training in accounting for non-accounting managers and professionals including training in accounting software packages
06. Accounting services including bookkeeping & Payroll Administration and preparation financial statements
BUSINESS START-UPS ADVICE

- Business Proposals/Plans
- Monthly or quarterly management accounts
- Annual statutory accounts (Annual Financial Statements)
- Taxation Services including Value added tax (VAT)
- Book-keeping services

We offer book-keeping services either in your chosen accounting system or in Pastel accounting, our chosen accounting package for bookkeeping to enable us to produce your final accounts more efficiently at minimal cost.
SECRETARIAL SERVICES

Company Registrations (CC, PTY) registering with Inland Revenue for Income Tax, Individual Tax and Value Added Tax (VAT) and ensuring you comply with the many complicated legislations can prove to be quite a daunting experience but it doesn’t have to be, Synergies Accounting is always available to assist. Secretarial Services that include BEE Registration, Social Security, Fitness Certificates,

We can support you in registering your business for tax purposes and we take away most of the trouble.
• SME registrations
• Typing registration forms
• CC1, CC8 etc. (for those who want to directly register with Ministry of Trade and Industry)

01

Secretarial Services;

02

• Close corporations (CC)
• Not for gain organization’s (None profit organizations including Churches)
• Trade marks

03

• Proprietary Limited (PTY)
• LTD Annual Duties

04

• SME registrations
• Typing registration forms
• CC1, CC8 etc. (for those who want to directly register with Ministry of Trade and Industry)
CONSULTANCY SERVICES

The Business environment is faced with a myriad of challenges which include uncertain economic climates, unpredictable economic growth and lack of future visibility, highly dynamic technological environment and increasing competition. As a result companies need to question the potential impact, cost and applicability of their business and technology investments with an aim to be cost-effective.

Synergies Accounting understands these issues and provides business with high quality consulting services through an analytical approach. Our confidence comes from years of experience in strategic advice and implementation which then enables us to deliver sustainable growth and add value to our clients.

Some of the companies we continue to proudly serve include;

- **Zhong Mei Engineering Group**
  Managing Director : Jack Liu ; Contact  +264 81 448 5592

- **Acacia Customs and Clearance CC**
  Director : Mr K Hofnie ; Contact : +264 81 128 8124

- **Zhang Info Tech**
  Managing Director : Zhang Baoliang ; Contact : +264 81 146 0875
We also offer the following services:

- Internal Audit and Forensic Investigations
- Internal Control Reviews
- Business Case Development and Resource Mobilization
- Project and Program Management

- Business Process Improvement (Business Re-engineering)
- Change Management
- Risk Management
- Governance and Ethics

- Strategic Procurement Review
- IT Strategy & Due Diligence
- System Requirements and System Selections
- Data Analytics and Systems Management

- Performance Improvements and Cost Reduction
- Mergers and Acquisition
- Skills Reviews, Staff Training and Mentoring
- Out Sourced CFO Service (Audit Preparation)
The Management team has vast experience in Accounting, Taxation and Business Registrations. It includes

**Chief Operations Officer - P Dzimba**

An accountant with vast experience in accounting and business advisory services spanning over 15 years

**Accounting and Tax Manager - L Hari**

L Hari has over 5 years accounting and tax advisory services and has served in entities such as Deloitte and Touche.

He is an active member of the Association of Chartered Certified Accountants, working closely with members of the committees to promote the largest global body of professional accountants in Sub-Saharan Africa
For any Enquiries

Tel: +264 61 258858,
Fax: +264 88 649 777,
Mobile: + 264 81 148 7875
+ 264 81 359 3270

Unit 6 Sinclair Park
No. 6 Sinclair Street
P.O. Box 23156
Windhoek

E-mail: info@synergiesacc.com
Website: www.synergiesacc.com