



RMI Accountancy

Guidance for Businesses

Speak to one of our friendly experts: **0161 4137 958** or email: info@rmiaccountancy.com

Running your own business :

Welcome, here at RMI Accountancy, we believe that your accountant should do a lot more than just report on how your business is doing. They should help you identify the opportunities to improve your bottom line and then support you in trying to realise them.

Our watchword is 'commitment'. We take our clients' interests to heart and aim to be practical, recommending value added solutions whilst maintaining outstanding customer service. Of course we can take care of all of your personal and business tax needs, thereby freeing up valuable time and resources for you to devote to running your business, but we are also committed to going the extra mile for our clients.

Please accept this guidance with our compliments. We hope you will find it interesting and informative. We have tried to make it as easy to read as possible, but some of the subjects covered, for example Tax and VAT, can get quite complex. As a client, you will of course have access to your own dedicated tax expert who will be able to discuss any issues with you by phone, email or in face to face meetings.

Please note that rates of taxation are subject to change.

If you have any questions or simply would like any further advice, please do not hesitate to call our new client services helpdesk on **0161 4137 958 or 01282 454 322 or email: info@rmiaccountancy.com**.

A handwritten signature in black ink, appearing to read 'mudassar iqbal'.

Mudassar Iqbal MSc, FFA, FFTA, CFF

This guidance is a unique tool kit which has been designed to help you get more out of your business. It explains RMI Accountancy's experience in supporting thousands of businesses across the UK and covers the following key areas:

- **About RMI Accountancy**
- **Grow your business**
- **How to run your business**
- **Tax Planning**
- **Understanding IR35**
- **Value Added Tax (VAT)**
- **IR35**
- **Making your business a success**
- **Finding the right contract for your business**
- **Seven secrets to optimise your income**
- **Tax tips**
- **Expenses Guidance**
- **Tax**
- **Forensic Accountants & Investigation**

About RMI Accountancy

RMI Accountancy is firmly committed to providing a friendly, personal and professional service to our clients.

Service Breakdown Summary

We will ...

- Help you to structure your company in the most tax efficient way possible.
- Help you to understand the best way to take money out of your company.
- Understand what you can claim by way of expenses and the impact on your income and taxes.
- Help you to understand all of your tax liabilities both personal and corporate. These include:
 - Employers National Insurance contributions
 - Employees National Insurance contributions
 - Personal income tax
 - VAT (Flat Rate Scheme or standard VAT)
 - Corporation tax
- Prepare and complete your personal self-assessment tax return each year.*
- Understand when, how much and where to send payment for all taxes that are due.
- Explain the benefits of not taking every penny out of your company along with other tax planning opportunities.
- Send emails and mobile text alerts so you never miss a deadline; we understand that you are busy and may miss one notification, this is why we produce several.
- Preparation of Company Year-End Accounts to be produced within 30 days of us receiving all the relevant information from you.

In summary, our approach towards our clients is very simple – we take care of all of your personal and business tax needs, leaving you more time to concentrate on your career.

Year-End Accounts :

- Fully reconcile your bank accounts.
- Analyse other income, sundries, check allowed/disallowed expenses.
- Provide suggestions for items that are not being claimed.
- Preparation and submission of Company Year-End Accounts* to be produced within 30 days of us receiving all the relevant information from you.
- Calculate Corporation Tax payable and advise you of the amount and date for payment.
- Prepare final accounts, CT600 for HMRC and abbreviated accounts for Companies House where necessary.
- Send final paperwork to you for signature and return.
- Send emails and text reminders to you and, if you send cheques to your accountant, they will make sure they reach HMRC with the correct filing information i.e. corporation tax reference, company incorporation number, company name, accounting period details.
- Record P45 details, prepare and submit P46 if necessary.
- Calculation of gross salary, tax, and NI amounts due to HMRC.
- Manage your payroll to include: detailed summary with advice of payment to make to HMRC and detailed wages book.
- If relevant, we will produce end of year IR35 calculations and advice for payment.
- Salary information provided for the Director and a company secretary if applicable.
- Prepare and submit end of year P35's and P14's to HMRC.
- Prepare end of year P60.
- Add and remove employees from payroll.
- Manage overpayment and underpayment notices throughout the year.
- Change of Revenue Office details.
- Organise HMRC payslip booklets and provide support on their completion.
- Manage any changes in tax codes.
- Prepare P11d
- Help you to understand the level of corporation tax due following dividends taken from your company.

- We will handle all incoming HMRC and Companies House enquiries on your behalf.
- Send emails and mobile text reminders at the end of each VAT quarter.
- VAT registration advice.
- Completion of quarterly VAT Returns.
- Review of spreadsheet for accuracy or accounting cloud base software
- Advice with regards to whether you would benefit from the Flat Rate VAT Scheme.
- Flat Rate VAT Scheme application if necessary.
- Ongoing VAT advice.
- Help with any under/overpayment.
- Preparation and completion of Confirmation statements.
- Send email and mobile text reminders throughout the year to remind you to complete your online questionnaire.
- Prepare and submit your personal tax returns.
- Calculate any tax due together with payments on account.
- Review and if possible, reduce the payments on account for the following year
- Telephone calls, emails and face to face meetings.
- You will be given your own personal and dedicated tax expert with whom you will have direct contact (some companies require you to work through a call centre and only have access to your accountant at year end).
- We have a very strict service level agreement which guarantees all emails received by us by 4pm will be responded to the same day.
- Your accountant will support you fully with all HMRC correspondence and contact with regards to VAT, PAYE and other tax related issues.
- We will provide you with our specially designed bookkeeping spreadsheet which we will ask you to forward to your accountant each month.

The accountancy package is designed to support you in every instance of running your own Limited Company, so you won't need to worry about your tax or accountancy affairs again.

Client Industry **Bin Otaiba Investment Group**

We are managing “Bin Otaiba Investment Group” UK hotels accounts, tax planning and investments.

Clients Portfolio

- Dental Practices
- GP Practices
- Pharmacies
- Businesses from Small to Medium sizes

Google Review

- RMI accountancy google review

Yell Business Client Review

- <https://www.yell.com/biz/rmi-accountancy-ltd-burnley-8745860/>

Jenny Rutter – JCR Creative

” Taking on RMI Accountancy to undertake my yearly tax returns has been one of the best business decisions I’ve made. RMI Accountancy is both highly professional and easy to get along with, which is a nice combination in an accountancy firm. Not only does they make this yearly chore much less of a burden but they have saved me a great deal of money over the years. I’d highly recommend him to other small business owners and often do!”

Claire Norcross

As a designer and freelancer, RMI Accountancy have taken out much of the pain of the annual Self-Assessment Tax Return! While my business is only of a very small concern to RMI Accountancy, Mudassar has taken great care and interest in my business and I greatly appreciate the advice and support.” Claire Norcross



Nick Charman
Consultant



Mudassar Iqbal
Managing Director



Carl Henderson
Forensic Accountant



Henna Kauser
BSc. Hons- Accountant



S. Rashid Iqbal
ACCA-Chartered accountant



Ahsan Iqbal
LLM-Legal Adviser



Vaqar Gulraiz
Payroll-



Karen Graves
Administrator

It is a legal requirement when working through your own Limited company to register your company name – many businesses simply use a variation of their name or initials. Even if you do not begin your business through your Limited company immediately, you should still ensure that your company name is secure. You can check the availability of your company name for free on the Companies House.

RMI Accountancy offers a Limited company formation package, which costs just £110. As well as forming your Limited company, this package includes help with organising a business bank account, registering the company for VAT and PAYE and advising on the optimum share structure of the company.

Once your limited company is formed, you will receive all the necessary Limited company documentation. It's worth noting that during the online formation process you will be prompted for the following information:

- Director details - this will be you.
- Company secretary details - if required. Following a change in legislation, as of 6th April 2008, there is no requirement for a company secretary.
- Subscriber/Shareholder - you will need to allocate shares in the company - dividends are distributed to the shareholder/s of the company, which is how you will take most of your income.

Each new Limited company is 'incorporated' on a particular date, which will appear on your Certificate of Incorporation. Your company's first year end will usually fall on the last day of the month after the anniversary of incorporation - e.g. if your company was incorporated on 15th October 2018, your first financial year end will fall on 31st October 2019. It is possible to extend or shorten financial years, but there are usually no advantages for a contractor in doing so. Shortly after the Company is incorporated, you will receive your 'Company Statutory Books' and these should be filed away for safe keeping.

As a director of your own Limited company, you will be required to set up a business bank account. A

Limited company is a separate legal entity from its directors and shareholders, so all funds need to be traceable throughout every stage of any financial transaction. The types of activity going through your account will usually include:

- Receiving money from clients for the work you do – either by cash, cheque or BACS.
- Paying your own salary.
- Paying dividends to yourself and any other shareholders.
- Paying monthly NI and PAYE tax.
- Paying annual Corporation Tax.
- Claiming for your personal expenses.
- Direct debits for items such as a mobile phone contract or internet connection.
- Quarterly VAT payments, if you are registered.

What information you will need?

Setting up a business bank account is fairly straightforward. All banks will have to carry out a series of security checks before opening a new business account. You will usually need to present your Certificate of Incorporation as well as a copy of your memorandum and articles, and any share certificates that have been issued. You may also need to provide photo identification, such as your driving license or passport, as proof of your address and identity. Most banks will take around a week to set up your business bank account.

Paying yourself

We would always recommend paying yourself through the following tax planning process according to the individual's circumstances.

There are different tax-efficient ways to withdraw dividends, salary and extract profit. We advise our clients to withdraw profit from company in the following ways:

1: Salary

It means that the regular pay you receive as a manager, director or chairman. Salary is a reward for the effort of the people who work for the company.

2: Bonus

A bonus is paid in addition to a salary. A bonus is a special reward for the work of employees or directors.

3: Dividends

A dividend is a reward for the shareholders of the company for supplying the company with capital when they buy or subscribe for the shares.

Dividends may be declared at any time during the company's financial year - it's entirely up to you when and how much you pay. When you take a dividend you must complete a dividend voucher also known as a declaration form, which quite simply is an official record or receipt for each time you are 'Declaring a Dividend'. Your voucher is a way of recording how much and who has received a dividend. It should include:

- Limited company name.
- Name and address of shareholder.
- Amount of tax credit.
- Dividend amount paid.
- Total number or percentage of shares owned by shareholder.
- Date.
- Signature of the company director.

4: Interest

If you have a director's loan account with your company that's in credit, which means you lend money to company. You would be able to charge interest on this loan with reasonable rate of 5% to 6%. The company must deduct income tax at the rate of 20% from interest paid to you and report to HMRC using CT61 within 14 days of the quarter that end on 31st March, 30th June, 30th September and 31st December.

5: Rent

You charge rent from company in return to use your property. The property may be commercial or domestic, land or even part of the building. The company can even be charged rent for the use of garage attached to your home for storing stock or machinery.

6: Loans

A loan from the company to you can take many forms. You would be able to withdraw a loan from your company with agreement to pay back on a certain date. If the balance of the loan exceeds £10,000 at any point in the tax year, you will be taxed on the benefit of that loan at an official rate of interest, 2.5% since 6 April 2017, and the company may have to pay a tax charge of 32.5% of the amount borrowed and if not paid within nine months and one day after the end of the accounting period in which the loan was first made.

7: Company cars

The company car is classed as a company asset, which the company allows you to use for business purposes, and the company buys, rent or lease it. The company should insure the vehicle for both business and personal purpose and pay all its expenses from the company account including repairs, cleaning, tax, and insurance. If the company car has been used for personal use then it is classed as a benefit in kind tax and declared on a P11ds for tax declaration purposes.

8: Mileage claims

Mileage allowance is the amount paid by the company to an employer or a director who uses their own vehicle or a company vehicle for a journey connected with the business. The allowance may be a flat rate per mile driven, or a sum paid to cover all the business journeys made within a set period.

9: Personal pensions

You may normally pay a regular portion of your salary, or a lump sum into a pension scheme. This is known as a personal pension contribution and your company pays this pension contribution on behalf of you. The maximum amount that can be contributed into your pension plan is 100% of your relevant earnings or £3,600, whichever is the greater amount.

10: Using company assets

The company can buy an asset such as computer, laptop or iPad and allow to use it. You will be charged 20% tax on this, there are special rules for certain assets. The company should purchase the asset in its own name, retain ownership, insure and maintain it. If the company then gives you the assets, you will be taxed as if you had received a bonus equal to its market value on the date it was transferred.

11: Free accommodation

The company can provide you living accommodation for free for your living which is owned by the company or by leasing a property and allowing you to use it. The company can draw a lease agreement and ask you to pay some rent.

12: Childcare

Childcare is very expensive and takes most of your salary, there are three tax-efficient ways for the company to do this.

I. Childcare voucher - A childcare voucher can be provided by your company which you can use against the cost of a child minding or a nursery place for your child. To qualify for special tax treatment the childcare must be provided by approved nurseries or registered child minders who participate in the voucher scheme. Childcare scheme is only available until 4 October 2018 for new members.

II. Directly contracted childcare - This is where you contract directly with a commercial nursery or child minder to provide childcare, for example, where the company pays for places in a commercial nursery. The same tax and NI-free limit applies as that for childcare vouchers.

III. Workplace nursery - A workplace nursery is the provision of supervised childcare on premises made available by the company. Such provision is entirely tax and NI free. The government introduced a new tax free childcare scheme in April 2017, which will over time replace employer supported childcare, but not workplace nurseries. Tax-Free Childcare is now available to all parents with children that qualify.

13: Medical expenses

Medical expenses are tax free whether company pays for treatment or pays for a policy for you and your family. If the company arranges medical insurance, then there is no NI to pay, if you arrange medical insurance and company pays on your behalf then the company has to pay NI insurance.

14: Family dividends

When running a company, other family members can get paid for a particular type and class of shares, at the same number of pence per share to each shareholder who holds shares of that class. Family member may pay less tax on the dividends than you.

15: Family salary

While running a company, other family members can get paid a salary whilst working for the company. It is possible to pay your family and reduce tax.

16: Selling to the Company

An individual can sell to company an asset such as a building or other tangible asset. The profit will then be subject to capital gain tax rather than income tax.

17: Using a company pension fund

Company pension is an allowable expense to claim under the company. There are many types of pension schemes, for example SME family companies, the small self-administered scheme (SSAS) is often used. To qualify for the tax relief, an SSAS has to be set up by an authorised provider.

18: Flexible dividends

Alphabet share structure is preferable which means shares would be organised under different classes such as Ordinary A, B and C. In this arrangement, each type of share gets paid differently.

19: Royalties and licence fees

If you have a great idea for a new product or process, you could apply for a patent for that invention in your own name. The company can then pay you for the right to exploit that patent by developing and marketing the product. Royalty fees are paid for the right to use a particular patent or trademark.

20: Timing to extract salary, dividends and pay taxes

Transferring money between you and a limited company. Relating to salary, rent, dividends etc. To gain a cash flow advantage, we suggest that each month you take the items that are both tax and NI free first. Only take monthly dividends if you know there's enough after tax profit in the company to pay it. You could leave what you are entitled to within the company, so that the company credits the relevant amount to your director's current amount. It is then available for you to draw at any time you want.

Allowable Expenses

Any costs you incur that are, as defined by HMRC, 'wholly and exclusively for the purposes of your business', are classed as expenses and can be claimed for. It is also the responsibility of a business owner to keep these records for at least 6 years.

Expenses include:

- Company formation.
- Accountancy fees.
- Business travel and accommodation.
- Postage for business.
- Stationery for business.
- Business telephone calls.
- Salaries.
- Employer's N.I. contributions.
- Contributions to a pension.
- Business entertainment.
- Equipment purchased for business purposes.
- Motoring expenses using fixed rate
- Allowances or fuel receipts
- Business computer equipment and software
- Technical books and journals.
- Certain professional subscriptions.
- Use of home as office.
- Company bank charges and interest.
- Sale Invoices (till receipts, cash books)
- Purchase Invoices
- Expenses (Fuel, rent, rate, electricity, gas)
- Employee record (Copy of ID, start date, number of hours working, rate apply)
- Capital Expenses
- National Insurance Contribution (Employer's)
- Employer pension Contributions
- Business travel
- Accommodation whilst away from home on business
- Subsistence whilst working away from home
- Mobile/telephone costs
- Internet connection
- Subscriptions to approved professional bodies
- Bank charges/Interest
- Christmas Party allowance - limited to a maximum of £150 per employee
- Technical books and journals Subscriptions (in most cases)
- Either a mileage allowance or the costs of running a car (if car owned by Company, a benefit in kind charge arises on the Contractor)

Use of home

Company expenses are tax free, if you are using your personal home for the business, you can claim allowable expense to claim tax. However, remember you cannot claim for something you didn't actually pay for in the first place, or can't provide evidence for. It is advisable to hold onto your receipts and keep a simple record of these items, because although your accountant will not need to see them, HMRC can go back as far as six years should they ever raise an investigation.

Insurance

Most businesses will need to take out insurance; however this does depend on your client or agency. The two main types that businesses may need are Professional Indemnity Insurance and Public Liability Insurance. Both insurances are claimable expenses through your Limited company:

Pensions

It is worth remembering that as you are your own boss - nobody else is making any plans for your retirement. So, if you want a comfortable retirement you will have to make your own plans, and for most people this means setting up their own pension scheme. Fortunately, the Government allows you to claim tax relief on your pension contributions.

Accounting & Administrative Responsibilities

As a Limited company you are legally obliged to keep 'proper books and records' for at least three years, or six years if your company is VAT registered. These records must be summarised in a compulsory format at your year end, known as your 'statutory accounts'. These statutory accounts must show a 'true and fair view' of the company, and a copy must be sent to Companies House within nine months and one day of your year end.

Companies House is a government agency that keeps details of every single Limited company in England, Wales and Northern Ireland, and there are a number of forms which you may have to fill in and send to them - so professional advice is essential. The most common forms you are likely to receive from either Companies House or HMRC are:

- Confirmation statement (CS01)
- Corporation Tax Return (CT600)

As a client of RMI Accountancy, all correspondence is handled by your dedicated contractor tax expert- simply forward the documentation to them and they will handle the rest. It used to be compulsory for every Limited company to have its accounts audited. The rules have since been relaxed so in most cases, companies with annual sales of less than £6.5m are not forced to use an accountant at all. However, given that there are fines if the Directors make a mess of their accounts, it is probably unwise for businesses to adopt a DIY approach. Larger companies must still have their accounts audited, but this is unlikely to affect most businesses.

In addition to this you should also keep track of your finances on a day to day basis. Accounting information is usually at least a year out of date and is, in any event, prepared for the completely different purpose of satisfying the tax authorities.

Understanding IR35 for Businesses

This part of the guide is designed to give you information on IR35 and how it affects businesses.

What is IR35?

IR35 is legislation brought in by the Government in April 2000, to counter what HMRC class as 'disguised employment'. An example of disguised employment would be if a permanent employee were to leave their company on a Friday afternoon then return to work on the Monday, at the same company, doing the same job role, but as a contractor rather than a permanent employee.

The aim of the IR35 legislation is to stop people leaving full time employment and then returning to the same job immediately as a contractor working through their own Limited company, in order to reduce their tax liability and their NI payments.

How does IR35 affect payments to HMRC?

If your contract is caught by IR35, and therefore the income has to be distributed as salary, this creates an administration difficulty in terms of the timing of payments. HMRC has therefore said that the PAYE can be paid annually - but no later than 19th April. In practice, your accountant will calculate how much 'deemed salary' and PAYE you have to pay at 31st March each year. If your income falls inside IR35 then you will usually not have to pay any corporation tax, but you will be subject to PAYE. The entire section on IR35 is available on the HMRC website at <https://www.gov.uk/guidance/check-employment-status-for-tax>. Alternatively contact us: info@rmiaccountancy.com

Value Added Tax (VAT)

VAT is complicated and often leaves businesses feeling more confused than clarified on the subject. Basically, if you are VAT registered you need to add 20% (FY 2011/2012 rate) to all of your invoices. Registration for VAT is compulsory when the annual turnover of your business, calculated to the end of any month, reaches a set amount – and this goes up slightly each year.

When to register for VAT?

Should you expect that your turnover will exceed the mandatory threshold limit in the next 30 days, you must register your company for VAT. This rule could affect you if you are discussing a large contract with a client, and under this rule, registration is required immediately so that the large contract in question will be subject to VAT. If you fail to register for VAT at the appropriate time, you will be liable to a penalty. You should keep a copy of your registration notification as postal delays could affect the date on which HMRC receives it – as a penalty can be mitigated or cancelled in total if there are genuine circumstances which prevented you from submitting your application on time.

How to register for VAT?

All the required VAT registration forms are available on the HMRC website; however, when forming your Limited company through RMI, all the forms are handled for you. VAT registration usually takes about six weeks, but this will not prevent you from invoicing your client or reclaiming VAT on expenses

When do I start charging VAT?

You start charging on the day you register for VAT, not the day you receive your certificate. Whilst waiting for your VAT certificate, you will need to raise your invoices as a total figure, which includes the sale amount and the VAT amount. Then, once you have received confirmation of your VAT number you can add this to your invoices, separate the sale and VAT amounts, and re-issue to your clients – who will then be able to reclaim the VAT which you have charged.

Submitting a VAT return

Every quarter you must submit a VAT return to HMRC – all clients of RMI have their quarterly VAT returns completed for them. The return must show all your 'output' tax – e.g. the total VAT your company has charged your clients on products and services which you have provided. It must also include the VAT you wish to claim back against charges you have incurred on purchases for your company – for example supplies, equipment, stock and so on. This is known as 'input' tax.

Choose the right VAT Schemes for your business

- VAT Standard accounting scheme
- VAT annual accounting scheme
- Flat rate scheme
- Retail and VAT margin schemes
- VAT cash accounting scheme
- VAT margin scheme for second-hand goods, art, antiques etc.

Tax

Sadly there's no getting away from it - tax can be complicated. However, this shouldn't stop you from forming your own Limited company, taking advantage of the tax benefits and pursuing your goals of company ownership. When thinking about Limited company tax, it's best to see the company as one entity and you, an employee and owner of the company, as a separate entity. This may seem strange but it will make tax far easier to understand.

Corporation Tax

Corporation tax is tax on your company profits, which are simply defined as 'net sales less net expenses'. All Limited companies have to pay Corporation Tax and the current rate for companies with profits under £300,000 is 19% (FY 2018/2019). So for example, if you invoice your client £100,000 excluding VAT over the year, and have expenses of £20,000, you will pay 20% on the remaining £80,000 profit. Your company's corporation tax is due nine months and one day after the year end.

Employer's National Insurance Contributions

Your company will have to pay NI at 13.8% (FY 2011/2012) on any salary you pay yourself, over the required threshold amount.

Employee's National Insurance Contributions

You will need to pay NI on any salary you pay yourself from the business, which is 12% on anything earned above £139.01 per week - until you reach £817 per week, and then you'll pay just 2%. PAYE Income tax/NI is, along with VAT, payable quarterly but your accountant will be able to advise you of these crucial dates. There is no NI payable on dividends.

Personal Tax

This does get a little complicated due to you taking money from your company both as dividends - as the owner, and as a salary - as an employee, so always speak to your accountant should you have any further questions.

Self-Assessment

As director of your own Limited company you will need to register for self-assessment, which involves completing a personal tax return. This is due on 31st January and should include everything you have earned this financial year.

Income Tax

Any income taken as a salary from the business is taxed in the same way as you would be if you were an employee of any company. You will have a personal tax allowance of £11,850 (FY 2018/2019) on which no tax is paid - you will then pay 20% tax on all income up to £46,350, then 40% for anything over £46,350 up to £150,000, then 45% on anything over that. This is based on income received within each financial year – and this runs from 6th April to 5th April of the following year. Personal tax is payable annually on 31st January, with potential additional 'payments on account' in January and July. It is also worth mentioning that once you earn over £123,700, you don't get a Personal allowance on that income amount.

Enforcement of tax liabilities

Should your company default on the payment of PAYE and NI, and claim that limited liability will exclude payment, directors should be aware that there are existing procedures – which have been used successfully in the past - to enforce PAYE liabilities on the employee who received the emoluments and, in the case of NI, any Director of a company which fails to pay NI due, where the Director is fraudulently or negligently concerned with non-payment. It is also possible to obtain freezing orders over a Director's personal assets to secure payment of NI liabilities. This is not to be contemplated.

Important Dates

There are various dates which you must be aware of, both for company related tax issues and for your own personal tax issues. It's worth remembering that both HMRC and Companies House levy fines and interest for late filing of returns and late payment of taxes. These are as follows:

- Company Date due -

Corporation tax payable Within 9 months and 1 day of the company's financial year end and Annual Accounts Filed within 9 months after the company's financial year and end Company's Confirmation statement Anniversary of incorporation date.

- Personal Date due - Personal tax year end 5th Apr PAYE and National Insurance on salary 19th Apr Self-Assessment return Due by 31st Oct if hard copy, or 31st Jan if online submission. If you have any questions about tax advice or would like any further advice please call our new client services helpdesk on **0161 4137 958 or 01282 454 322** or email: info@rmiaaccountancy.com.

Forensic Accountants & Investigation services

We also provide forensic accounting service to solicitors, legal professionals, insurance companies and private individuals. Our forensic accountancy team is able to deal with the many issues involved in understanding and calculating the losses that arise from:

Personal Injury Claim - resulting from a road traffic accident or a clinical negligence claim.

Divorce Investigation - our forensic accountants will carry out an investigation into the financial affairs when requested to do so for couples going through a divorce.

Business Valuation - the need for valuations typically arises in shareholder disputes, divorces, contractual disputes, partnership disputes as well as negligence cases.

Proceed of Crime and Criminal Defense - we have experience working on cases involving proceeds of crime and criminal defense. We are usually instructed as forensic accountants on behalf of defendants to consider the report prepared by the Crown Prosecution Service.

Commercial Litigation and Professional Negligence - we can also help with all types of litigation and professional negligence, which may include share and business valuations, quantifying losses arising from a breach of contract or partnership disputes to name a few.

Fraud Investigation - our forensic accounting team have the experience and assist with dealing with many types of fraud investigations, including civil fraud, criminal fraud and proceeds of crime.

Software for Bookkeeping (Making Tax Digital)

RMI Accountancy are partners with the following cloud base software's.



ClearBooks

Pro



Manchester Branch
Blue Tower, Media City
Manchester, M50 2ST
T: 0161 4137 958

Burnley Branch
128 Colne Road
Burnley, BB10 1DT
T: 01282 454 322

**Email: info@rmiaccountancy.com
www.rmiaccountancy.com**