

# CIS Bookkeeper VAT Returns Accounts Preparation Payroll



Location **South East, West Sussex**  
<https://www.freeadsz.co.uk/x-587323-z>

Efficient, friendly, reliable and hassle free bookkeeping services for sole traders and small businesses. For just £17 an hour, I can take away all of your bookkeeping stresses, leaving you free to focus on your business.

CIS for Contractors :

Sub contractor verifications  
 Issuing of Payment and Deduction statements  
 HMRC monthly submissions  
 Reporting of CIS deducted from sales  
 Annual reconciliation and HMRC reclaim of any overpaid CIS.

CIS for Subcontractors :

Bookkeeping towards year end self-assessment tax returns  
 Annual reconciliation of CIS deductions to be included in your tax return.

Other Services :  
 Xero set up and training

Monthly, quarterly, annual and catch up bookkeeping



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01323 483718 or 01323 483717... (click on the full phone number or email link to contact to find out more.)