

# 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

01323 583718 or 01323 583717... (click on the full phone number or email link to contact to find out more.)



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