

# Financial and payroll accounting

The correct accounting is the foundation of important company decisions. Efficient accounting enables quick reaction time to changes, giving you an edge over your competitors. However, payroll and financial accounting is a time-intensive and complex task. Permanent changes in tax and social insurance laws must also be taken into account.

We would be pleased to support you in this process, creating time for you to concentrate on the core of your business.

## Financial Accounting

- Creation of financial accounting with / without open item accounting in accordance to standard or special standard chart of accounts with the tax consultant software DATEV
- Creating online financial accounting over the Internet on either your, or our, server
- Digital documentation book with the internet platform, DATEV Unternehmen Online (DATEV Company Online)
- Cost centers, accounts receivable / accounts payable and asset accounting
- Preparation of pre-sales tax returns and summary notifications
- Diagnostically conclusive business analysis for the ongoing information of company management and banks
- Ongoing consultancy in tax and business management, planning, etc.
- Consultancy for organizations, self-employed individuals and information regarding user accounting software
- Granting DATEV sub-advisor numbers and granting access to DATEV software for clients who do their own accounting

## Payroll accounting

- Compilation of wage and salary receipts, wage account management, entry lists, fund transfers
- Data transfer to banks using DATEV tax consultancy software
- Tax returns, social insurance declarations, communication with Employer's Liability Insurance Association (Berufsgenossenschaft)
- Counseling for marginal employees (interns, short-term employed, those in so-called minijobs)
- Accompaniment for wage tax and social insurance audits
- Advice regarding questions on wage tax and social insurance
- Guidance on matters relating to quasi-self-employment
- Calculation of the employer's total burden
- Individual salary statement

## Accounting for the construction industry

- Establish payroll accounting
- Registration at the Federal Agency for Employment (business identification number service)

- Employer's Liability Insurance Association (Berufsgenossenschaft) application
- Registration at Soka Bau (service provider for the building industry), associations that protect the holiday and work leave rights of painters (Malerkasse), and roofers (Dachdeckekasse), etc.
- Implementation of construction contracts including wage account management
- Management calendar
- Instant reports
- Calculation of forecast gross or net salary for employees
- Preliminary accounts for outgoing payments
- Management of working time accounts and calculation of holiday allowances
- Checking compliance to the minimum wage agreement
- Calculation of seasonal short-time work allowances (S-Kug)
- Assessment of Mehraufwands-Wintergeld and subsidies
- Applications for S-Kug reimbursement, MWG and ZWG at the Employment Agency
- Drawing up certificates
- Compilation of statistics (eg overview of hourly wages, personnel costs)