

Our Polish office, located in Warsaw considered one of the top 10 most attractive European cities for foreign investors, provides services in all aspects of accountancy, human resources and payroll management services.

The office also offers traditional corporate services, company administration and incorporation, cash management and business advisory services. We employ qualified accountants, payroll specialists and financial experts. Our team is highly experienced and multilingual with broad experience working.

Our client portfolio consists of both local and international companies, entrepreneurs, business professionals and high-net-worth families, who require sophisticated international reporting, accounting and internal control systems.

Accounting services

We offer a wide range of accounting services, tailored to your needs and expectations:

- | Bookkeeping,
- | Revenue and expense ledger, particularly for independent professionals,
- | Development and advise on accounting principles,
- | Preparation the necessary statements and tax returns,
- | Preparation all needed information, including one for National Bank and other institutions,
- | Assets and liabilities valuation,
- | Determination of the financial result,
- | Preparation of the financial statements,
- | Conduct of the records for tax purposes,
- | Support in the process of financial statements audit,
- | Derive of the accountancy backlog.

Independent Professionals & Authors area

Our services for the clients, who are independent professionals enable to carry on business effectively, in accordance with applicable regulations.

- | Advice and support in the selection of the optimal form of relationships with the customer,
- | Support for business registration and choose the form of taxation,
- | Conducting the income and expenditures tax book,
- | Preparation of the necessary tax returns and ZUS declarations,
- | Assistance in relations with the tax office and ZUS, including explanation of any differences, support during inspection and obtaining all necessary certificates,
- | Assistance in acquiring financing such as leasing of means of transport.

Management accounting

One of the significant tools to support business development is management accounting offered by our company.

- | Within the service we provide expert knowledge, delivery data, tools and advices necessary to make decisions in the current business activities and planning of development strategies.
- | We support our clients in the most difficult strategic & operational decisions, planning as well as assistance with the implementation of above.
- | We also render the services based on the group reporting requirements. Our team maintains reporting packages provided by the clients.

HR & Payroll Services

We provide our clients with comprehensive and reliable payroll services.

- | Full range of payroll services (payroll, accounts earning and Benefit, employees personnel files, Holiday Entitlement files, salary transfers) and social security,
- | Full range of staffing services, we offer support in recruitment and hiring new employees (contracts preparation),
- | Full HR and payroll documentation,
- | Solving problems which arise in connection with the employment and contracts terminations,
- | Prepare documentation and settlement of insurance,
- | Representation in dealing with ZUS, tax offices, the National Labour Inspectorate (also support clients during the inspection),
- | Preparation of reports and billing statements,
- | Training in procedures and HR documentation.

Domiciliary Services

Domiciliary services are addressed to foreign investors, non-resident who does not employ personnel in our country.

- | We offer our clients tailored to their needs assistance in accordance with national regulations. Within the domiciliary service we provide our clients with the registered office address and mail handling, submitting the relevant reports to the competent authorities and courts.

Contact Us

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