



Kings Accounting &

Tax Services Inc.

Accounting, Payroll, Tax & Secretarial & Advisory

Company Profile
2016



ABOUT US

Kings Accounting and Tax Services Incorporated is a wholly black owned company and was founded in January 2016 by Enos Thilivhali, an accredited practising member affiliated with the Southern African Institute for Business Accountants (SAIBA) and South African Institute of Tax Professionals (SAIT). Our company is based in Lotus Gardens, Pretoria, South Africa.

We offer wide range of affordable professional high-quality and value-added services, from bookkeeping, annual financial statements preparation, payroll services, tax returns, independent review of financial statements, company registration, annual returns and other related services.

Our services have been designed to address the needs of a wide range of developing businesses, with great emphasis on Small to Medium Enterprises (“SME”) operating in various industries, from financial services, retail, wholesale, manufacturing, mining industries, etc. Our expert services are also targeted towards government and municipal entities.

OUR OBJECTIVES

- To provide comprehensive business support package and affordable professional service that is essential in the development of enterprises and organisations that are still in their early to middle stages of business development.
- To play a significant role in the financial reporting and compliance issues of the Small and Medium Enterprises in South Africa.
- Assist clients to setup financial management systems and financial reporting framework.
- Promote good corporate governance for large corporate clients and small and medium enterprises.

OUR VISION

To be the king in providing of a complete professional, high-quality, affordable and value-added services to our clients whilst adhering to the highest professional standards.



OUR MISSION

To provide business support package and affordable professional services that is essential in the development of enterprises for Small and Medium Enterprises, Non-Profit organisations (NPOs), Individuals (Sole Proprietors), Partnerships, Doctors, Churches, Trusts, Close Corporations, Co-operatives, Schools, Government and Corporate Clients.

We accomplish this by continually developing our knowledge, resources, skills and systems in a rewarding environment that encourages teamwork, innovation and excellence.

OUR CORE VALUES

We uphold the following core values in everything we do:

- Integrity
- Honesty
- Confidentiality
- Accountability
- Diligence
- Excellence
- Professionalism



OUR TEAM



Nyelisani Enos Thilivhali

Managing Director

B.Com (Financial Accounting) (UP), SAIBA, SAIT

Nyelisani Enos Thilivhali, founder and Managing Director of Kings Accounting and Tax Services Inc., obtained his B.Com (Financial Accounting) degree at University of Pretoria in 2001. He is a registered business accountant in practice with the South African Institute of Business Accountants (SAIBA). He is an accredited and licensed Independent Reviewer (SA) SAIBA. He is also registered tax practitioner with the South-African Revenue Service (SARS). He is a practising member of the South-African Institute of Tax Professionals (SAIT).

He joined Statistics South Africa in 2002 as Assistant Statistical Officer where he was collecting, checking, capturing & editing of questionnaires completed from financial statements and traveling all over South Africa assisting businesses from various industries to comply with Statistics South Africa returns. He has extensive knowledge of financial reporting of various industries, namely agriculture, mining, construction, wholesale, retail, motor trade, transport, accommodation, restaurants, real estate, education, etc.

In 2012 he founded Kings Designs and Printers (Pty) Ltd where he is a financial director and accountant of the company.

In February 2015 Enos was appointed by Bethlehem Apostolic Church as a Treasurer for the Church.



OUR TEAM



Fhatuwani Madzonga

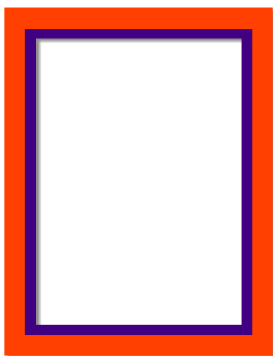
Trainee Accountant

B.Com (Accounting) (UV)

Fhatuwani Madzonga obtained her B.Com (Accounting) degree at University of Venda in 2009.

She joined The Presidency in 2011 as Senior Practitioner Contractor (Internal Control/ Audit). In 2013 she joined Department of Trade and Industry as Senior accounting clerk.

In February 2016 Fhatu was appointed by Bethlehem Apostolic Church as a Financial Secretary for the Church.



Mboniseni Edison Thilivhali

Trainee Internal Auditor

National Diploma: Internal Auditing

He obtained his National Diploma: Internal Auditing at Vaal University of Technology in 2008. He joined Department of Home Affairs in 2014 where he was doing Learnership in Revenue Management



OUR SERVICES

Kings Accounting and Tax Services Inc. offers our clients professional knowledge of statutory regulations as well as business customs which provides our clients with a real competitive advantage in the market place. We offer a wide range of services aimed at assisting small, medium and large business enterprises and state organisations to perform and operate more effectively in a rapidly changing and complex business environment. Choosing Kings Accounting and Tax Services Inc will benefit your business in many ways as our approach is to sincerely add value to all our clients and not simply to perform a service. Given our commitment to service excellence and added value, our services are listed below.

Accounting Services

We provide you with the option of outsourcing all or part of your bookkeeping and accounting requirements to us. Our commitment to providing timely and accurate accounting services cannot be compromised. We offer a full range of cost effective accounting services including the following:

- Bookkeeping services (including the processing of cashbooks, bank reconciliation, month end journal entries etc.)
- Reconciliation of bank accounts, creditor accounts as well as debtor accounts
- Maintenance of your fixed asset register and depreciation journals.
- Preparation of annual financial statements
- Accounting Officer engagements
- Independent Review of Financial Statements
- Preparation of budgets and cash flow forecasts
- Preparation of management accounts for discussion by directors and management
- Preparation of Cash Flow Statements, financial information for banks and other financial institutions
- Financial modelling and analysis
- Evaluate accounting records and related systems and make recommendations for modifications and improvements
- Pastel software sales, support, installation and set-up of the full Pastel Accounting range, as well as customised individual training



Payroll Services

Payroll can become a rather complex administrative process when taking into account Income tax, Fringe benefits, Pension Contributions, Medical Aid, UIF and the numerous other calculations that comes into play.

We can provide you with the peace of mind that your taxes are correctly paid and that all wage and hour laws are being adhered to by offering you the following services:

- Processing weekly and monthly payrolls
- Payslip preparation
- IRP5 and IT3 Certificates
- Monthly payroll reports for management.
- Submission of monthly and bi-annual PAYE returns to SARS.
- Pay As You Earn Reconciliation
- UIF Registration and Compliance
- Workman's Compensation and Administration thereof
- Submission of monthly returns to the Department of Labour.
- Submission of employment equity reports to the Department of Labour.

Tax Services

Every taxpayer has a responsibility to ensure that all applicable tax returns are submitted timeously to the South African Revenue Services (SARS) and paid where necessary. Continually changing tax legislation places a huge administrative burden upon a taxpayer which can only adequately be taken care of by professional tax practitioners who deal with SARS regularly. Our tax services include but are not limited to:

- Income tax registration
- VAT registration
- PAYE registrations
- UIF and workman's compensation registrations with the Department of Labour
- Application for Tax clearances certificates
- Attending to general queries to SARS
- Calculation of tax liability
- Checking income tax assessments



Tax Services (continue)

- Completion and submission of dividends tax returns
- Completion and submission of income tax returns
- Completion and submission of PAYE
- Completion and submission of VAT returns
- Completion and submission of UIF and workman's compensation returns, which are filed with the Department of Labour
- Consultation and Calculation of Capital Gains Tax
- Application for extension for submission of Income Tax Return
- Application for exemption from Income Tax (PBO, NPO'S etc.)
- Calculation and submission of provisional tax
- Account queries and Payments
- Attending to objections, appeals and Alternative Dispute Resolution
- Managing all correspondence and communication with SARS
- Application for tax directives and renewals thereof
- Application for deregistration of taxes

Company Secretary

We provide a complete range of company, close corporation and trust secretarial services. We ensure that all legal requirements are adhered such as the Companies Act.

Our Company Secretarial Services typically include:

- Formation and registration of companies and trusts
- Conversion of close corporations to companies
- Registration of NPO's with the Department of Social Development
- Appointment and resignation of directors
- Allotment, issue and transfer of shares.
- Transfer of member's interest in close corporations
- Change in year end of a Company or Close Corporation
- Special resolutions
- Administration and submission of Annual CIPRO returns
- Alterations to Memorandum of Incorporation
- Draft resolutions and minutes
- Conversion of the status of a company, as well as deregistration with the CIPC
- Keeping statutory registers and minute books



Advisory Services

Included in our range of business advisory services are:

- Business valuations.
- Cash flow and financial projections
- Compliance with legislative requirements and the requirements of relevant authorities.
- Financial Reporting Standards compliance advisory
- Accounting responsibility for the protection of assets.
- The adequacy of management control systems, inclusive internal control.
- The economical and efficient management of resources.
- The effective performance of an institution's functions.
- Development of internal controls and standard operating procedure manuals for your business
- Accounting software selection, implementation, and support
- Audit readiness assistance
- Debt and finances advising
- Mergers and acquisitions
- Transaction structuring and negotiations
- Business succession



CONTACTS US

Tel: (012) 752 7565
Fax: 086 695 5553
Email: info@kingsaccounting.co.za
Website: www.kingsaccounting.co.za

Mr. Enos Thilivhali

Managing Director
Cell: 081 466 5458
Email: enost@kingsaccounting.co.za

Mrs. Fhatuwani Madzonga

Trainee Accountant
Cell: 082 926 0443
Email: fhatum@kingsaccounting.co.za

Mr. Mboniseni Thilivhali

Trainee Internal Auditor
Cell: 082 926 0443
Email: mbonit@kingsaccounting.co.za

Physical Address:

114 Cumins Street
Lotus Gardens
0008

Postal Address:

PO Box 817
Pretoria
0001