



ASEC GROUP SERVICE BROCHURE

P _Global Tax Planning

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What is Global Tax Planning?

Many clients come to us wanting advice on how to prepare their taxes in Spain, but with very little thought as to how their past financial affairs will or may have affected their returns in Spain. This is the case not just for individuals but for foreign businessmen with companies in Spain.

In conjunction with our wide network of International Professional Relationships both on and offshore, built up over more than 20 years, we can assist clients in coordinating their wider tax affairs and calculate the impact of these in Spain.



_Property Related Advisory Financial Services

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We specialize in advising both resident and non-resident clients in the purchase and sale of property in Spain, from both a tax and legal point of view. In conjunction with our legal colleagues, we ensure that the transaction is structured correctly.

Our objective is to help our clients to take the optimum decisions in planning their investments, and we take care in ensuring that the necessary backup services, such as the rental and maintenance of their properties, are available through our associated property agents. In this way, we are able to provide substantial added value to the interested parties, and complete peace of mind for the non-resident owner of a holiday property in Spain.



P _Payroll services

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Our specialized department looks after the payroll of our many business clients. We offer a fully integrated service and cater for all sizes of businesses. In conjunction with external legal experts, we can also advise on work permits, we take care of the sensitive matters such as labour contracts, disputes, and other staff associated problems.

The burdens on small and medium enterprises have increased over the years, and compliance with numerous PAYE regulations adds to these. Businesses, unless they are geared to dealing with changing legislation, face new penalties. Employers may save time by computerizing the payroll function, but this still means that within the organization someone must be familiar not only with the inevitable changes to legislation, but also with the operation of the payroll program.

The payroll function is one that can be easily separated from your other accounting activities and it can be operated for you by a specialist bureau quickly and efficiently.

Your staff time is limited to providing details of changes and reviewing printouts. We are willing to quote a fixed price for a twelve month period based on the initial number of employees and the payroll frequency. There are no extra charges for setting up new employees, updating rates of pay, or for printing monthly and year-end reports. You will therefore know in advance what your payroll costs will be for the year.



_On shore Tax Advice for Private & Corporate clients

Our specialists will study the tax structure of your business and recommend a tax plan to fit your needs, all within the current legal framework operative in Spain. Our service includes:

_The preparation and presentation of all Tax Returns to do with your business or company, ensuring that the taxation charges are reduced to a minimum.

_The design and implementation of optimum corporate structures.

_For personal tax clients, both resident and non resident, we advise on the most tax efficient set up as well as taking care to present your Tax Returns and follow them through to their ultimate conclusion.



_Accounting & Tax compliance services on an Outsourcing basis for business clients

We offer a bookkeeping and accounting service for businesses and companies, that includes all necessary tax compliance work.

We provide regular monthly management reports in English.

Annually, we produce the necessary accounts and reports for filing with the relevant authorities.

These services are run in conjunction with and under the supervision of, our taxation experts, in order to ensure that the results obtained are of the maximum benefit to our clients.



_IAPA

We have always attached strong importance to international connections therefore made the decision a few years ago to join IAPA (The International Association of Practising Accountants). An international association with its headquarters in Great Britain, IAPA has a professional presence throughout the world.

Our aim has been to provide clients with a wider spectrum of business advisory services now that international trade and business is growing so fast. IAPA affords this opportunity and at a local level, wherever clients may want to do business.

Many of the member firms are well known to us, and when assistance is required we can advise who to contact.

Our senior partner, Juan Carlos Ronco Corsi, is closely involved with IAPA on policy and decision making. We were delighted to host the Annual European Conference here in Marbella, in May 2003, which strengthened our ties within the organization still further.



_Auditing Services

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We have more than 15 years experience in this field. Our senior partner, Juan Carlos Ronco Corsi trained with Spicer & Pegler, and Ernst & Young in the United Kingdom, and we have the required official registration to carry out the audit of any company, business or other entities in Spain.

The annual audit is a statutory obligation for most companies. However, it also provides an opportunity for a thorough, objective appraisal of the business by an independent expert.

We also view the audit process as the basis on which positive recommendations can be made to help you improve your efficiency and profitability. By taking an overall view of your business we are also able to identify areas of risk, both current and future. This is equally applicable to associations or communities of property owners, a very common type of entity in Spain, who need to maximize the efficiency of their common services.



_The UK 200 Group

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In 2001 we became International Associate members of The UK 200 Group, the largest mutual association of its kind of well established firms of Chartered Accountants covering the whole of the UK, with nearly 200 member firms. We attach great importance on having an international presence and representation, and with the vast numbers of people from the UK now moving to and investing in Spain, we believe that the UK 200 Group is the perfect organization for us. The professional objectives of the group are as follows:-

- _Continually improve standards.
- _Provide comprehensive services to clients.
- _Create influence within the commercial world for the benefit of clients.
- _Act as a representative voice to the Institutes of Chartered Accountants.

The UK200 Group is the UK National Accounting group of IAPA, and as such, we consider membership to be a valuable asset to our firm.

