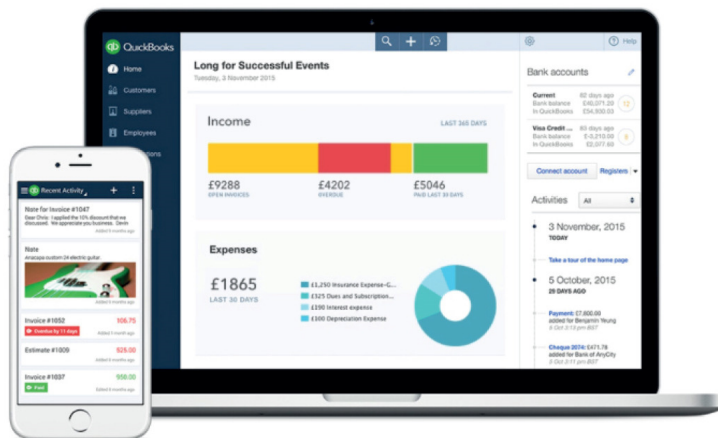




# Digital Accounting Services

In July 2017, HMRC announced that all businesses and individuals will have to file their accounting information digitally on a quarterly basis.



## What does this mean?

By April 2019, businesses above the VAT Threshold will need to keep digital records and from 2020 this should apply to all other businesses who will be updating HMRC quarterly for their Corporation Tax, Income Tax and National Insurance obligations digitally. It is a significant change for many of us and means the end of the annual tax return to be replaced with a digital tax account where all your information will be stored in one place.

This change in the way HMRC wants information from tax payers means that you may need to move from your existing desktop or manual record keeping and onto an online accounting package.

The good news is we are certified in the installation and operation of online accounting software which is digitally compliant and specifically designed for small and medium sized business

An award-winning paperless office, we have been working in this way for many years and have a wealth of experience in digital tax and 'cloud accounting'. This simply means using the internet and digital software packages to securely record, calculate and send tax and VAT information.

Experts in digital tax, we have been planning this switch for some time - whatever your size, sector or situation we will be able to support you. Plus, along with our usual highly competitive accounting charges there will be NO ADDITIONAL FEES for digital support.

**Remember, with us you won't pay extra for digital tax support.**

## What are the advantages of going digital?

Digital accounting software has significant advantages over the traditional ways of bookkeeping.

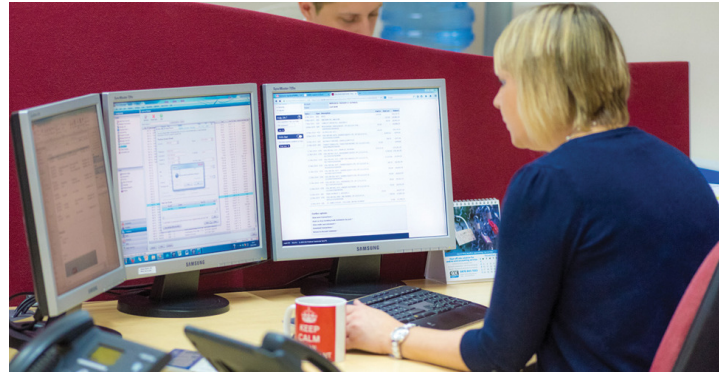
### Imagine if you could:

- See a clear picture of your current financial position, in real-time.
- Avoid the end of year dash to complete your taxes.
- Have your accounts 100% online, so there's no software to install and everything is backed up automatically. Updates are free and instantly available.
- Avoid upfront accounting software costs – upgrades, maintenance, system administration costs and server failures are no longer an issue.
- Have your bank feed your data directly into your accounts on a DAILY basis.
- Take a photo on your phone of a purchase invoice and have it posted automatically; AND
- See your results, who owes you money, who you owe to and your business bank balance 24/7, 365 from your phone.
- Actually use your accounts software to strategically plan for business growth, cash flow management and tax liabilities.

**Some of our clients have already gone digital, to read their comments and other testimonials – visit our website**  
[cga-york.co.uk/why-us/cga-client-testimonials](http://cga-york.co.uk/why-us/cga-client-testimonials)

## What can I REALLY do with digital accounting software?

- Create and send invoices on the go
- Track sales, purchases, debtors and creditors
- Connect to your online banking
- View a snapshot of your business
- Estimate tax payments
- Easy tax filing that fulfils HMRC requirements
- Manage customers and suppliers
- Create estimates, purchase orders and manage your stock



**Digital accounting is so simple and it revolutionises the way you can access your information any time and any place!**

## What support can you get from CGA?

We offer three packages that include initial set up, training and license fees all rolled up into an easy monthly price depending on your specific needs:

### Monthly Package includes

Supply of cloud accounting software



### Gold

X

### Premium

X

### Standard

X

Software setup and training support

X

X

X

Conversion of desktop accounting data

X

X

X

Digital tax submissions

X

X

X

Secure document storage portal

X

X

X

Unlimited telephone support/newsletter updates

X

X

X

Auto document capture app



X

X

Real time management information

X

X

Annual accounts preparation and submission

X

X

Annual planning meeting

X

X

Registered Office

X

X

Companies House Confirmation Statement

X

X

Dividend vouchers

X

X

Regular management accounts

X

Quarterly reviews

X

Tax enquiry insurance

X

## How do we make the change?

All we need is a commitment to change and we will take you through a step by step process which means you will be up and running in no time.

Call us to discuss your timetable for Making Tax Digital and we will:

- Extract your existing data and upload this to your new digital accounting software
- Link your accounts to your bank account
- Enable Apps to your phone or tablet to let you work 'on the go'
- Demonstrate the system and show you how to get the most from your accounts.

## Are you ready for the Digital Revolution?

Call: 01904 720718  
Email: [info@cga-york.co.uk](mailto:info@cga-york.co.uk)  
[www.cga-york.co.uk](http://www.cga-york.co.uk)

# CGA

MAKING SENSE OF YOUR NUMB3RS

