

Our Approach

- A** Advice to grow your business and reduce tax to the lowest legal levels.
- B** Barrier between you and HMRC giving you piece of mind.
- C** Compliance done for you to save you time.
- D** Dates of when you need to pay taxes and upcoming deadlines.
- E** Estimates of future taxes due allowing you to budget and plan.
- F** Financial management outsourcing your Finance Department to us.

“Matthew is keen to help, easy to talk to and explains what you need to know in a simple straight forward manner. I would highly recommend his services.”

— JUDE PRICE, OWNER CREATIVE CONUNDRUMS

Our Guarantees to you:

- ✓ **We guarantee not to charge more than you think is fair:** All fees fixed and agreed upfront before work starts. Payment can be arranged monthly to spread the cost.
- ✓ **Accounts and returns completed within one month:** We agree to get your accounts and returns done and filed within one month as long as we have all relevant information available to us to complete them.
- ✓ **Guaranteed to always be there for you:** We provide guaranteed service levels when responding to your questions. We guarantee to respond to your e-mails, letters, texts and phone calls within the time frames specified in your service package.

For more information: call:

Call: **01256 973 102**

or email Info@woodsruddell.co.uk



Woods Russell

ACCOUNTANT • BUSINESS & TAX SPECIALISTS



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Simple
Honest
Friendly
Uncomplicated.

www.woodsruddell.co.uk

Specialist Compliance Package

1

- Takes care of all your accounting and tax needs so you can concentrate on running your business.
- Ensure your records stay compliant with HMRC and accounting standards.
- Telephone and e-mail support as required.
- Dealing with HMRC on your behalf.
- E-mails will be answered in one working day.
- Telephone calls returned in one working day.

Specialist Tax Minimalisation Package

2

- Ensure you are paying the minimum legal amount of tax with proactive tax tips and advice tailored to your business.
- Your own dedicated accounting and tax expert will be on hand to meet with you at least annually to plan your business finances and save you tax.
- E-mails will be answered in five working hours.
- Telephone calls will be returned in five working hours.
- Includes all of the benefits of the Specialist Compliance Package and more!

Virtual Finance Director Package

3

- Completely outsource all your businesses accounting, tax and finances.
- Tailored advice, business support and development to help your business grow.
- Your own personal accounting, tax and business expert will attend quarterly/ monthly board meetings with you to go through detailed management accounts. This will help you plan your business finances, save tax and develop your business goals.
- Free cloud accounting software.
- E-mails will be answered in three working hours.
- Telephone calls returned in three working hours.
- Includes all of the benefits of the Specialist Tax Minimalisation and Compliance Packages.