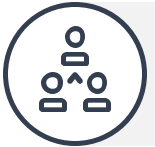




Accounting, Finance & Corporate Compliances Services

- ✓ **Acquisory** was incorporated in 2010, by highly credentialed and experienced professionals, from PricewaterhouseCoopers, Arthur Andersen and Protiviti.
- ✓ The management team among themselves represent extensive experience in specialized services across M&A Advisory, Investment Banking, Asset Management and Operations & Risk Consulting.
- ✓ We have an appreciation for dynamics of business, operations, transactions and necessary skills to blend practical business & commercial insights with tax & regulatory knowledge to identify effective solutions to all business problems.
- ✓ We partner with our clients through the entire business continuum from identification of the problem, to solution, to implementation.



**Locations****3****Directors &
Principals****11+****Professionals****125+****Clients****500+****Services****25+**

OUR FOCUS

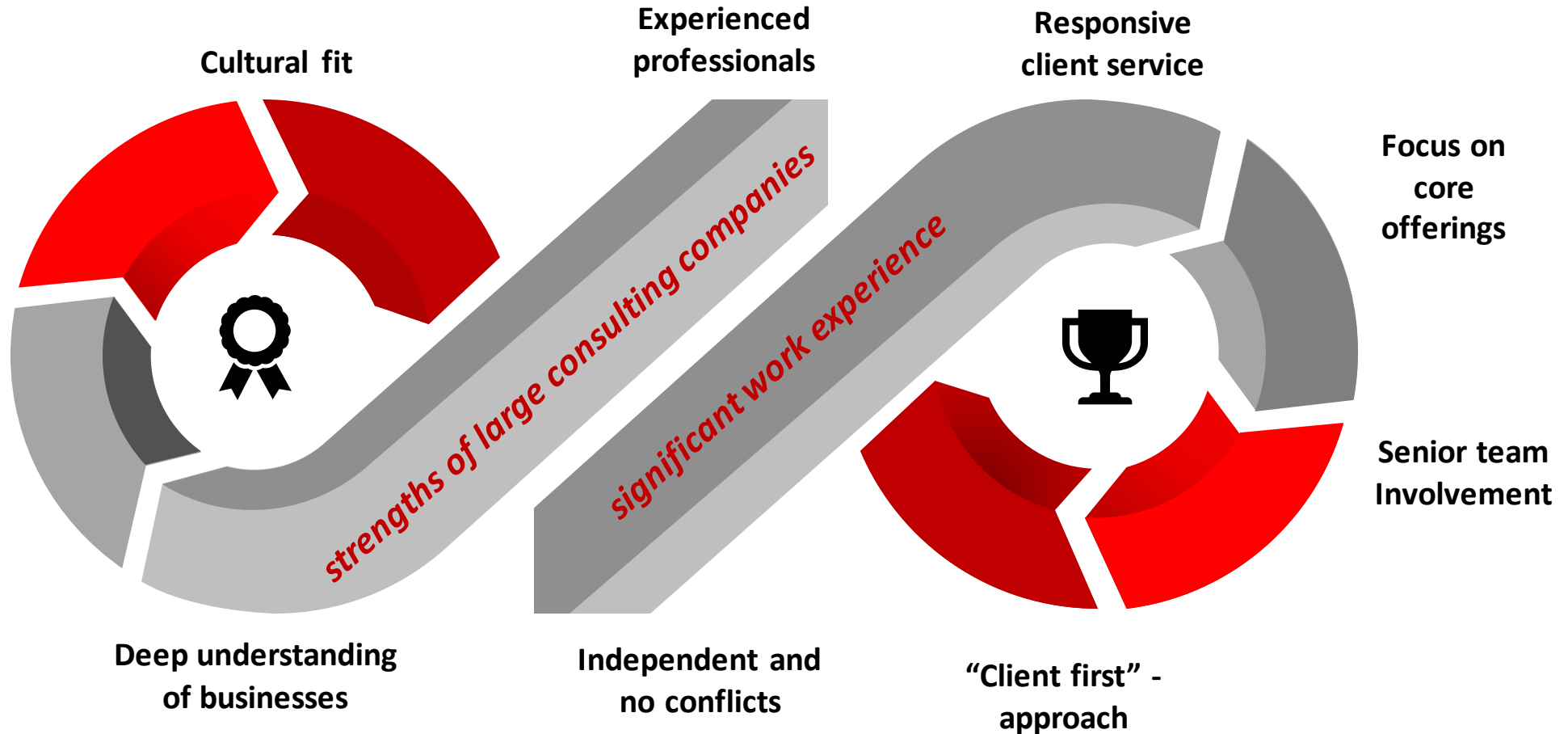
Acquisory assists clients ranging from global enterprises to small and middle market companies that are both publicly held or privately owned, as well as large, mid and small-cap private equity firms, corporate management and boards of directors.

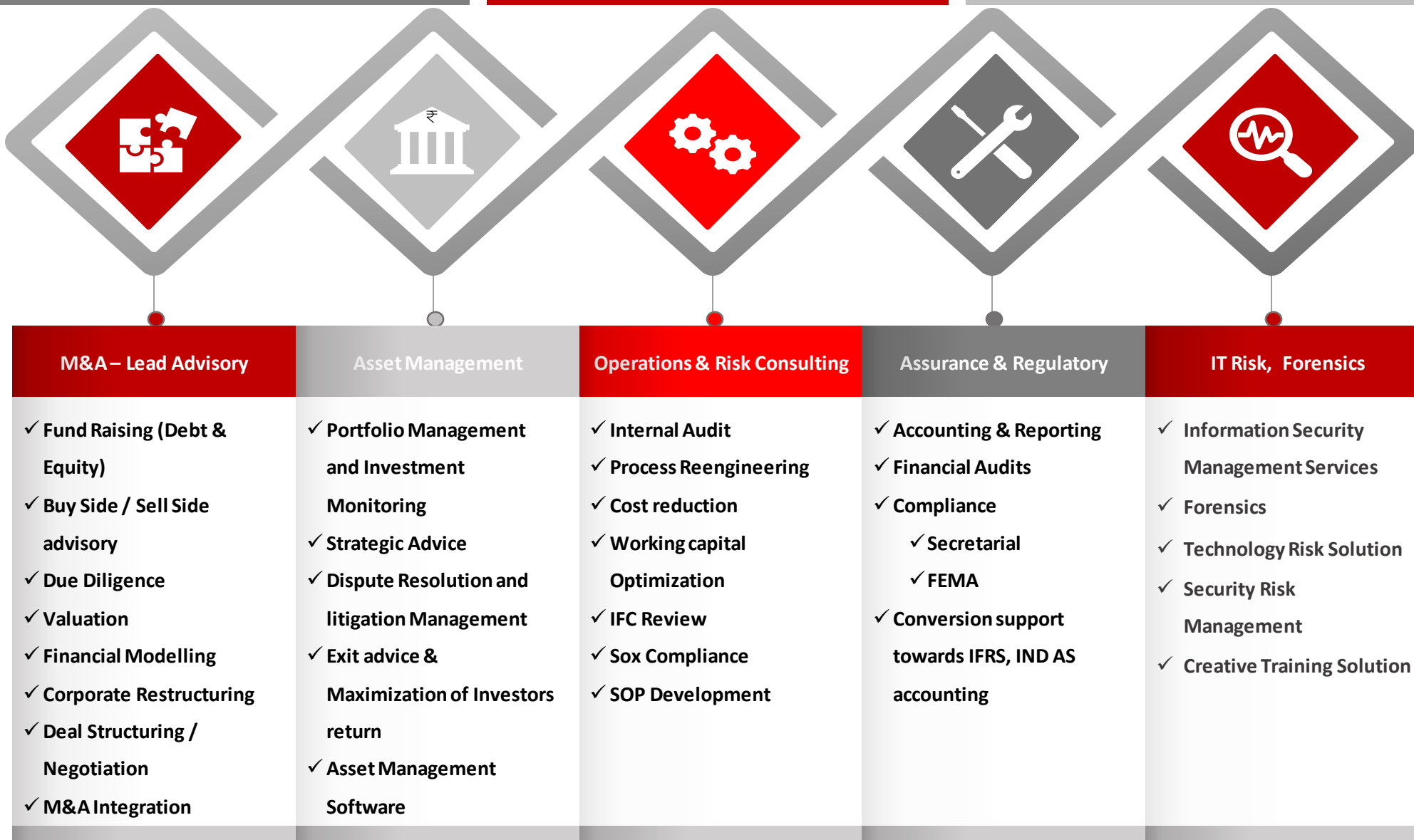
We provide specialist advice for a range of sectors. A personal, partner-led approach, with rich experience have taught us that an understanding of the business, structure and practices of our clients' industries is critical to providing the services our clients' need to reach their goals.

- Real Estate & Infrastructure
- Private Equity
- Manufacturing
- Retail
- Media and Entertainment
- Telecommunication
- Healthcare and Hospitals
- Consumer Products
- Hotel, Hospitality and Leisure
- Education
- Start-ups
- Services

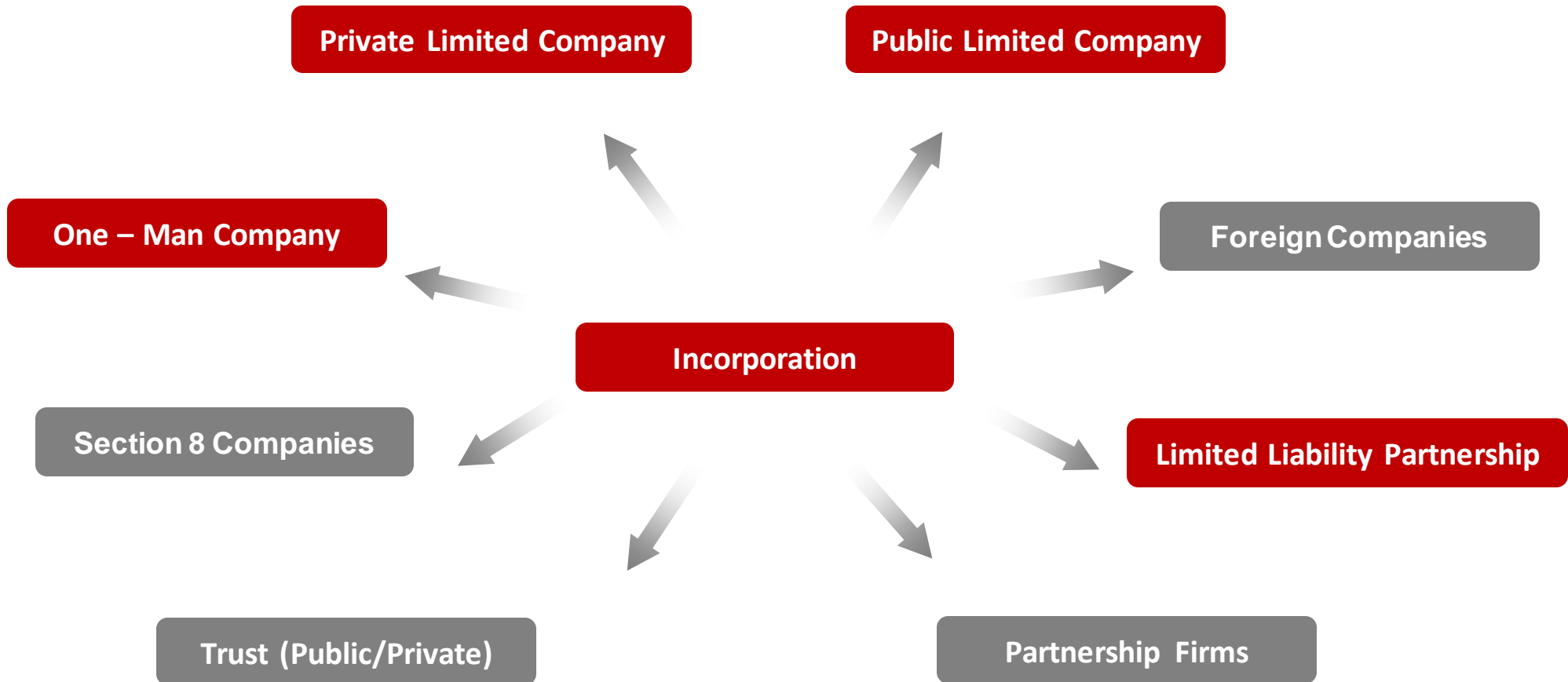


Acquisory fills a unique and valuable position in the market, as depicted below. We bring a unique blend of knowledge and experience to the table which combine the focus, dedication and independence of a boutique firm, with the methodologies & deep skill-sets of the Big 4.

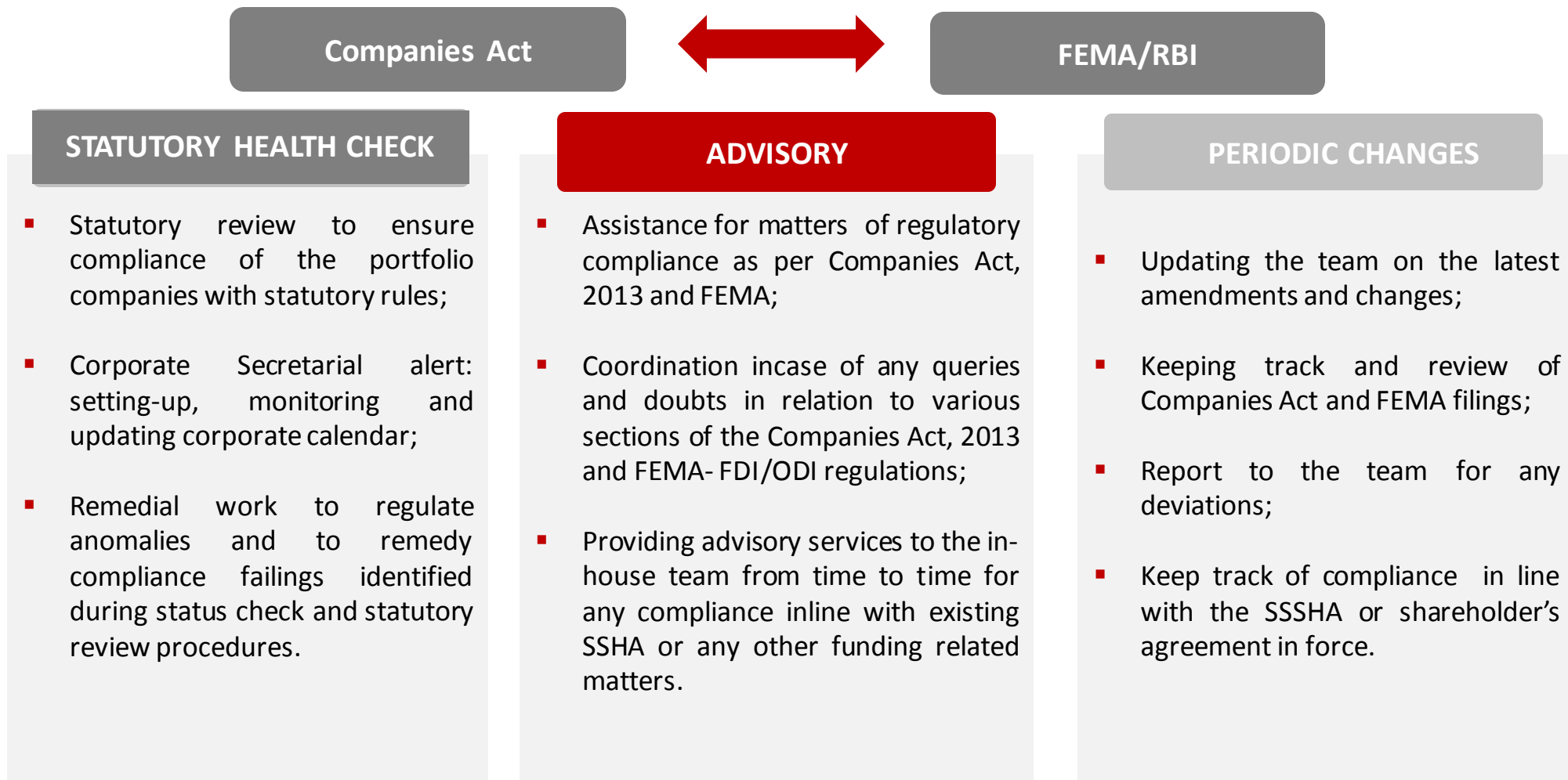




When starting a business, one of the most important choices to make is the structure of the entity, since this determines the ease of functioning of business and the nature and quantum of compliances required.



We bring a structured approach to each and every assignment, with a unique set of objectives, requiring specific priorities, designed to deliver the best results. With a widespread and detailed understanding of operations, we are able to rapidly formulate and execute practical solutions in complex business problems / environment.



Services offered

Your Needs

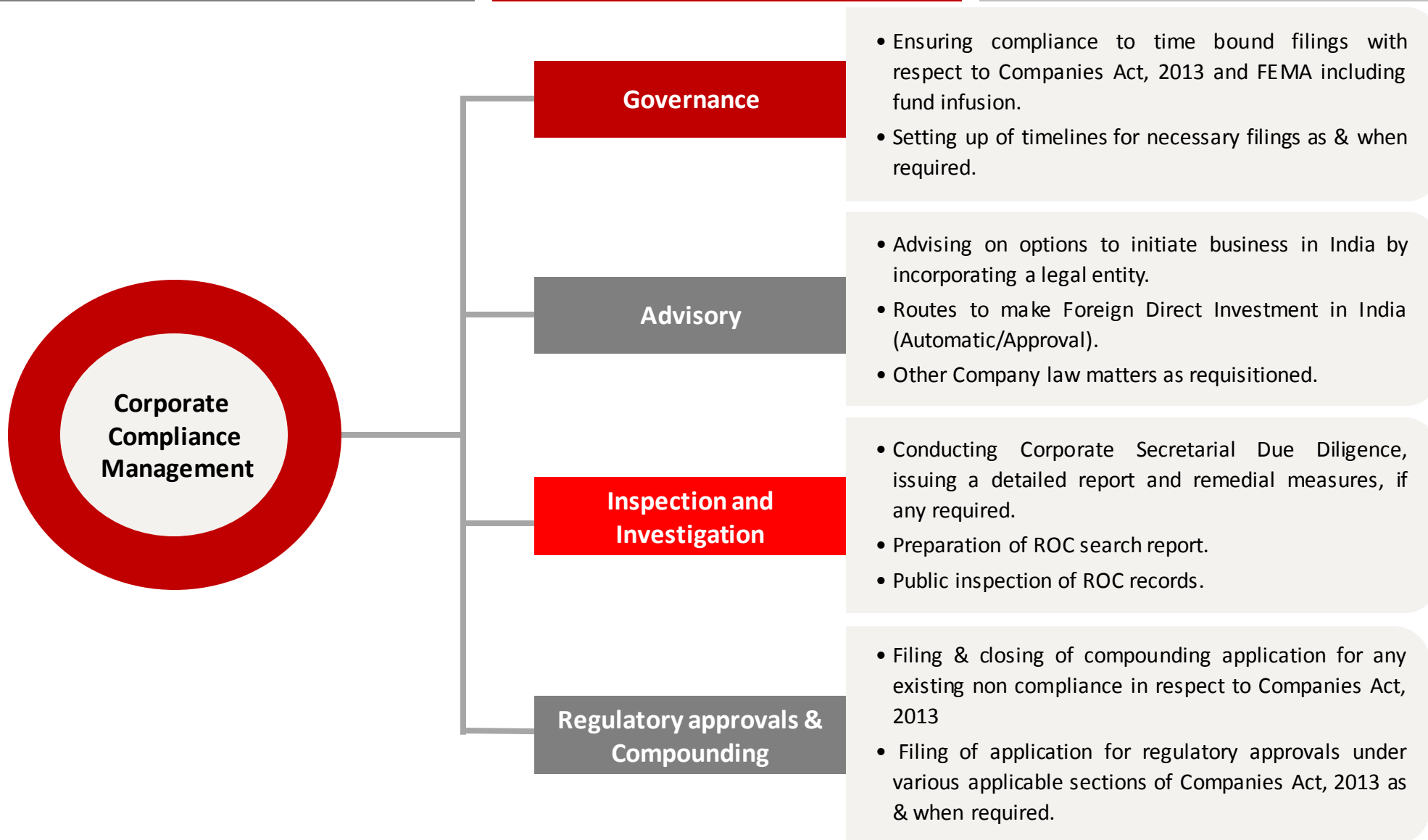
Corporate Compliance- Companies Act

- Maintenance of statutory records as per Companies Act 2013:
 - Board Minutes
 - AGM
 - Filing of Forms with ROC
 - Annual Returns
 - Statutory registers
 - Auditors appointment
 - Preparing the checklist for the applicable forms to be filed in respect of activities done by company
 - Inspection of the forms filed with ROC
 - Comparing both above and highlighting the issues.
- Event based filings:
 - Change in registered Office
 - Issue of share capital
 - Change in the management (resignation, removal and appointment of directors);etc.
- Advising on various event based filings;
- Filings of any new amendments in forms post discussion with management;
- Preparation and Maintenance of compliance calendar;
- Keeping check on Secretarial compliances and other related compliances

FEMA

- Ensuring compliance to time bound compliances with respect to reporting of foreign direct investment and issue of shares in Form FC-GPR under Automatic route;
- Setting up of compliance calendar for due dates with respect to necessary filings as & when required for reporting of allotment of shares in respect of foreign direct investment in corporate entities;
- Following up with RBI/Authorised Dealer Bank for timely approvals with respect to the filings made in order to avoid LSF (Late Submission Fee);
- Drafting and Filing of RBI annual return on Foreign Assets and Liabilities at the end of every financial year;
- Assisting in statutory audit for the records required by the statutory auditor for the FEMA compliance done by the Company.





Your Needs

Accounting/ Reporting

- Processing of all expenses post approvals from authorized individual
- Timely accounting & Book-keeping
- Processing of Employee's Salaries & Reimbursement
- Banking transactions & its regular reconciliations
- Maintenance of Cash/Bank Book
- Monthly MIS of expenses and status of compliances

Compliances

- Ensuring compliances related Direct Tax and Indirect Tax.
- Ensuring Tax compliances on Timely Basis.
- Designing the internal controls/check for the proper functioning & to minimize the Risk .
- Preparation of formats and checklists to capture compliances

Documentation and book keeping

- Developing a robust filing system (both in paper form and in E-Form) to store all business contracts / MOU/ agreements/invoices and other legal documents.



Our Approach

Accounting

- Dedicated / Part time accountant at client place, visits from designated Manager
- Assistance in developing authority limits for expenses & payments
- Develop & document monthly book closure checklists
- Daily expenses, cash & bank accounting
- Bank reconciliation
- Perform monthly book closures
- Vendor payments
- Statutory payments viz TDS, GST, PF/ESI
- Guide statutory auditors through the process
- Resolve any accounting & financial issues
- Get audit clearance

MIS & Budgeting

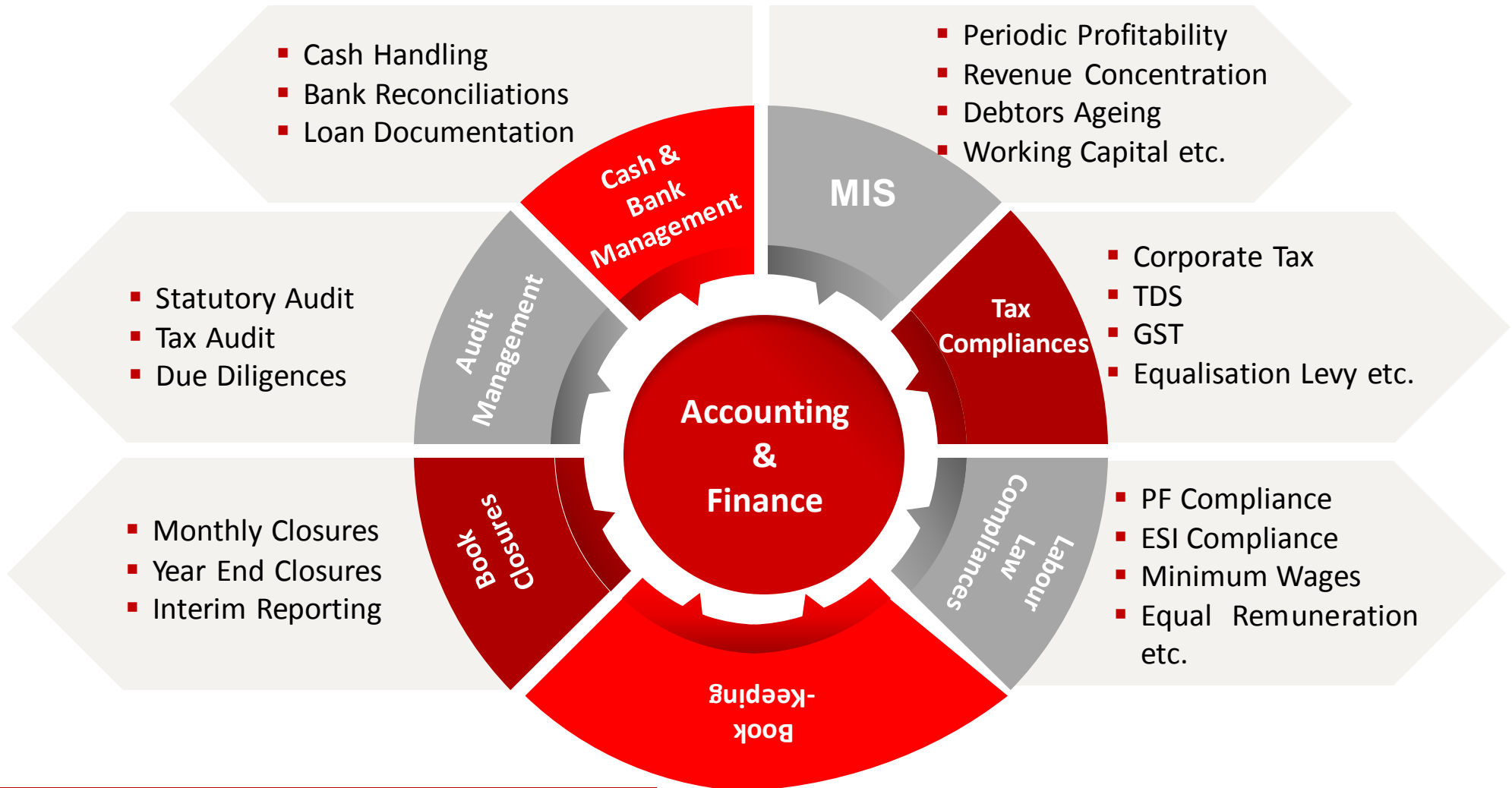
- Identify & document key KPIs for reporting
- Developing key MIS formats for monthly reporting
- Automation of MIS formats
- Budgeting with periodic tracking and monitoring of budgets v/s actual
- Preparation of MIS and other monthly performance reports :
 - Summary of key activities / transaction during the period
 - Variance analysis for budgets v/s actuals

Statutory & Regulatory Compliance

- Tax:
 - Define a checklist of applicable taxes, employee related contributions, periodicity & filing of returns and payments
 - Monthly deposit of TDS
 - Quarterly TDS returns
 - GST deposits
 - GST returns
- Employee related dues
- Develop a checklist of key Statutory and Tax compliances



For every Business be it a start up or established business, Accounting and Finance department is the key focus area as almost every other function revolves around it for any information, analysis etc. This makes it more important for this department to have smooth line of function so that information can flow easily through it. The key focus areas of any accounts and Finance deptt are summarized in the below graph:



Our Accounting Support Services are designed to support clients right from initial set up of finance function, to support routine accounting / reporting requirements and to support any change management due to compliance with regulatory changes like GAAP, Taxation etc.

Acquisory

1

Set Up Accounting Function

We have a three Phased Approach:

Define



Develop



Improve

2

Accounting Support

- One stop solution for Book-keeping, MIS, Accounts receivable, Accounts payable, Working Capital Management etc.

3

Regulatory Compliances

- Takes care of Direct Tax, Indirect Tax, Labour Laws, Statutory Audit, Tax Audit as applicable to the entity.

4

Payroll Services

- Takes care of Payroll Services including Salary Preparation, TDS Calculation, Expatriate Taxation.





**Divya Vij**

Qualification - CA
Experience – 20+ Years

**Anjali Dawar**

Qualification – CS, LL.B.
Experience – 10+ Years

**Puneet Batra**

Qualification – CA
Experience – 10+ Years

**Shashank Goyal**

Qualification – CA
Experience – 10+ Years

**Swati Jain**

Qualification – CS
Experience – 2+ Years

Awards

- Acquisory received the award of “M&A Advisory Firm of the Year” in 2013
- Acquisory received the award of “Due Diligence Experts of the Year” in 2014



Contact us

Your Growth, Our Business

OUR OFFICES

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