

- Accounting & Reporting
- Tax Advisory & Compliance
- Corporate & Trust Services
- Payroll Outsourcing & HR Agenda
- Company Formation & Liquidation

**ASB is a professional provider of high-quality services. A true “ONE STOP SHOP” for all corporate outsourcing services under one roof.**

**Established in 2002, with offices in the Czech Republic, Poland and Slovakia, ASB employs over 110 experienced and highly skilled professionals.**

With an international client base and extensive market knowledge, ASB offers a wide range of corporate solutions to clients from various industries including:

- Real estate
- IT
- Manufacturing and logistics
- Retail
- Financial services

ASB’s state-of-the-art IT platform significantly simplifies interactions and business processes with clients using advanced scanning and data capture technology, document approval system and shared document libraries, all available for various devices.

## **YOUR PROFESSIONAL SERVICE PROVIDER**

### **CONTACT US**

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## TAX ADVISORY & COMPLIANCE

- Tax planning, ongoing tax advisory on everyday tax matters
- Tax advice on transactions (mergers, acquisitions, restructuring, reorganisation, reviews of strategic agreements with suppliers) including tax due diligence
- Providing tax opinions and analyses on domestic as well as cross-border tax issues and transactions
- Preparation of strategy for tax proceedings
- Representation of clients in proceedings with tax authorities (e.g. during tax inspections, when requesting the issuance of a binding opinion or tax relief, etc.)
- Co-operation with the accounting department in the implementation of tax solutions

## COMPANY FORMATION & LIQUIDATION

- Sale of ready-made companies
- Establishment of new companies
- Liquidation and dissolution of corporate entities

## PAYROLL OUTSOURCING & HR AGENDA

- Comprehensive processing of payroll
- Handling audits and representation in dealing with relevant authorities
- Ongoing communication with authorities, employees and authorised persons
- Preparation of payroll reports, tax returns, yearly list of incomes, pension insurance forms and other requested documents
- Payment of salaries, taxes and contributions to social and health insurance, and sending payment orders
- Preparation of reports in the form requested by a client
- Optional remote access to payroll software
- Hotline for employees

## ACCOUNTING & REPORTING

- Maintenance of books and records in accordance with local legal requirements or international standards
- Preparation of financial statements
- Reporting meeting various accounting standards (IFRS/IAS, US GAAP, UK GAAP, and any other GAAP)
- Dual currency reporting
- Preparing and full approval of tax filing (CIT, VAT, local taxes)
- Financial due diligence services
- Assisting with implementation of accounting software and its compliance with the local legal requirements

## CORPORATE & TRUST SERVICES

- Providing a company secretary and administrative support
- Appointing corporate directors
- Ensuring legal compliance and corporate governance
- Providing a registered seat
- Acting as a nominee shareholder
- Communication with state authorities, suppliers and other stakeholders
- Ad-hoc project management

