



MONEY MATTERS **SIMPLIFIED**



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Gennex Accounting & Bookkeeping
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ABOUT US

UAE is a land of promise with its open welcoming arms for all types of business ventures. In fact, there is hardly any other nation that can hold a candle to UAE in this matter. The main reason being that the UAE government is 2 steps ahead in terms of technology and ensures that businesses are running smoothly under strictly enforced business laws. Companies that comply with the regulations and keep their accounting books clean, see great leaps and bounds. But everybody is not so lucky. Many organizations often see crumbling defeat due to lack of proper management of their accounts.

Gennex is a next level accounting firm that addresses the issue of poor accounting and delivers disciplined & organised processes that streamline the accounting department, without the need for stepping foot in the office. Virtual accounting has become the go to process for the future, which prevents excess budget allocation on manpower resources and infrastructure for the purpose of accounting. We carry out end to end processes related to accounting with the help of our elite team of professionals including highly skilled and experienced chartered accountants. Situated in Dubai, we offer our accounting services to organizations all across the UAE to revolutionize how accounting and bookkeeping is to be handled.





OUR SERVICES

Our services are available for small, medium and large enterprises at competitive rates.

The services we excel include and are not limited to the following:

- Outsourced Bookkeeping Service
- Setting up of Chart of Accounts
- ERP Implementation
- Preparing Accounting Policies & Procedures.
- Inventory Management
- Bank statements reconciliation
- Finance Manager Service
- Supervision of accounts team
- Allocation of payments & receipts to match invoices
- Processing payroll under WPS
- Preparation of year-end audit schedules and reports
- Extraction of monthly Management Reports
- Monthly reporting of accounts to help you understand better about your business
- Gratuity provision calculation as per UAE labour law
- Sorting and matching receipts & payments with credit card or bank statements
- General Ledger Reconciliations
- Accounts payables reconciliations
- Accounts receivables reconciliations
- VAT Consulting Services

GENNEX PLANS

Features Included	Bronze	Silver	Gold	Platinum
No. of Employees	<10	<20	<50	<100
No. of Transactions	<100	<250	<500	<1000
Update Frequency	2 weeks	2 weeks	Weekly	Daily*
Ledger Reports	Monthly	Quarterly	Weekly	Daily*
Receivables Statement of Account	Monthly	Quarterly	Weekly	Weekly
Receivables Aging	Monthly	Quarterly	Weekly	Weekly
Payable Aging	Monthly	Quarterly	Weekly	Weekly
Annual financials (Unaudited)	Annual	Annual	Annual	Annual
Monthly Reports that are common for all Plans	Balance Sheet	Fixed Asset Schedule	Sales Register	Bank Reconciliation Statement
	Profit and Loss Account	Cash Flow Statement	Purchase Register	Inventory Aging

*UAE Business days

If you are using our ERP software we will provide above mentioned reports, else will provide subject to features of your ERP System.

GENNEX PLAN MODEL

Particulars	Options - I OFF-SITE (Online)	Options - II ON and OFF-SITE (Offline and Online)
Locations serviced	Anywhere in UAE	Only Dubai, Sharjah, Ajman
Services Rendered	Accounting Bookkeeping VAT Service CFO Service Payroll Services	Accounting Bookkeeping VAT Service CFO service Payroll Services
Software & Resources	Using our ERP software & resources OR Remotely connect your ERP software at your office/online ERP Solution.	Using our ERP software & resources OR Remotely connect your ERP software at your office/online ERP Solution.
Data Sharing	Email Skype Dropbox OneDrive WhatsApp Google Drive Remote access to the local drive	In-person Collection in addition to everything mentioned in option-I
Office Visit	Not Applicable	2 visits per month
Communication	Online+Phone	In Person+Online+Phone



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