

Business Advisory services

Benchmarking

Have you ever wondered how your business performs compared to your competitors? Are you spending enough on advertising? Are you paying too much rent or Interest? Are your staff costs too high? What is the average bottom line of your competitors?

Survival in today's business climate requires you to spend more time working **on** your business rather than **in** the business.

We can provide you with accurate, timely and informative benchmarking reports - allowing you to:

- See how your business compares against your competitors
- Understand how the rest of your industry works
- Analyze the key performance indicators of your industry

Armed with this information, we'll work with you to develop action strategies to improve your bottom line.

Bookkeeping & Accounting

Modern business demands up to date accurate financial information.

We can relieve you and your staff of an enormous burden by taking care of all your bookkeeping and accounting needs, including the preparation of your annual accounts and periodic management accounts for tax, business appraisal and planning purposes.

We will discuss your requirements with you and provide you with tailored information and constructive advice on a regular basis.

Business start-up

Let us help you turn your business idea into a reality.

If you have a good idea for a new business venture but don't have expertise in the legal or financial aspects of creating a new business, we can help you:

Decide on the most suitable structure for your business - sole trader, partnership, or limited company

- Prepare a business plan, cash flow projections, budgets, and trading forecasts
- Assess your finance requirements, advise on the best sources of finance, and draw up the necessary proposals
- Establish a good working relationship with your bank

- Register for a VAT/Service Tax/Central Excise Nos.
- Deal with related periodical compliance issues.

Set up a recording system for your internal use and for complying with statutory requirements

Strategic planning

The pressures of daily business can often mean strategic planning takes a back seat - but to have a successful business you **must** plan ahead.

We'll help you establish a strategic plan that looks at where you want **your** business to be in the next 3-5 years and exactly how you and your team can achieve these aims and objectives.

Your strategic plan will:

- Define the characteristics of your company in three to five years
- Identify your competitors
- Define your objectives and financial goals
- Put in place an effective implementation plan to achieve your goals

Financing

Wide ranges of financing options exist, all with their pros and cons. At OPK we know the financial market, and have the experience to assist you in securing the best financing option for your personal and business goals. Our experience in the market means we are also able to structure debt upon acquisition to maximise tax advantages.

Let our experienced team explore with you the best financing options to get your business closer to its goals.

Forensic Accounting Services

OPK has a comprehensive forensic accounting service covering litigation support and investigative accounting. Our experienced team of specialists work closely with clients and legal advisers to investigate, quantify and then present a clear objective assessment of the financial consequences of a dispute. This clarity is vital for the legal team to be able to advise on the best course of action in the dispute.

Our services include:

- Loss of profits quantification

- Alternative dispute resolution
- Fraud investigations
- Completion accounts disputes
- Transaction disputes
- Assessment of professional negligence
- Director's disqualification

The benefits for you of using our Forensic Accounting Services include:

- Fast pragmatic response to solving the problem
- Clear concise expert reports
- Robust opinions based on analysis and interpretation
- Attention to detail
- Experienced partners with courtroom skills
- Act for either pursuers or defenders
- Accredited mediation skills
- Reputation for quality and integrity