

cain & Co
bookkeeping services (uk) ltd



AutoEntry





Paul Cain

Managing Director
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Paul has had various roles including a credit controller, credit manager, financial controller, and financial director. In the late 90's Paul was an area sales manager for both Kleeneze and Betterware before moving back into bookkeeping. Paul is married to Jayne, and they now live in Faversham, Kent having moved from Croydon in June 2021. In his spare time Paul enjoys watching cricket and football, karaoke, socialising with friends and dining out.

“ Cain & Co provide a **professional, friendly and cost-effective service.** ”

Mr Richard Verrall - Warbird Experiences

About Cain & Co

- Cain & Co Bookkeeping Services (UK) Limited are an Institute of Certified Bookkeepers (ICB) Practice and were formed in June 2023
- Our team are based throughout Kent, London and Surrey
- Assisting businesses of all kinds and sizes
- Professional accounting solutions including bookkeeping, VAT, management reporting, training, payroll and taxation services
- Building strong business relationships by delivering professional, reliable and efficient services

Our team are client driven, very skilled and trained to the highest standards and are proficient in most accounting software packages including online alternatives such as: **Xero**, **Quickbooks** and **Sage**.



The vision of Cain & Co is to **simplify the complexities of bookkeeping** to its clients and accounting partners alike

Every member of our team is friendly, positive and bubbly, as well as being highly skilled and trained to our way of working. Our unique selling points include **continuity**; as we are a team, there's always cover when our client's bookkeeper is on holiday or unwell. Our team work to a **36-point bookkeeping checklist** which includes quality assurance. Not that anyone has ever had to call it in, but we also offer a 3-month **money back guarantee** if our clients aren't happy.

These qualities we feel, stand us out from the rest which ultimately enable us to retain our clients by offering them an outstanding level of service.

What would you expect?

A service that is **available and ready** to start when you need it to, with continuity.

- A caring 'ICB Certified Practice' with a strong team spirit.
- Friendly and knowledgeable voice at the end of the phone.
- Your work returned to you in neat folders to meet your deadlines.
- A dedicated account manager and team full of expertise.
- Bespoke management accounts and cash flow forecasts and preparation of year end returns.
- Being looked after just how you would expect.



Why choose us?

- You won't need to spend hours trying to find old invoices at your year end.
- We will be **available for you 24/7** including holidays and all enquiries are answered within 12 hours, although 90% are handled within 1 hour.
- You will have your accounts explained to you in jargon free language, during your monthly 1-2-1 review.
- Being proactive we will identify potential issues within your accounts before you do.
- As long as you get information back to us as requested, we guarantee you will NOT get fined from HMRC, for late filed returns or we will cover your costs.
- **All our fees are crystal clear.** We do not charge by the hour so you will have peace of mind that your agreed monthly fee will not fluctuate every month.

Give us 3 months to prove why we're **THE NUMBER 1** ranked accounts & bookkeeping service in the UK or **PAY US NOTHING**

services provided



Management Accounts

Aged Debtors
Sales Day Books
Sales Receipts
Aged Creditors
Purchase Day Books
Supplier Payments
Bank Reconciliation Reports
Bank Payments & Receipts
Profit & Loss Report
Balance Sheet
Trial Balance



Payroll

Week, monthly or yearly processing
Production of wage slips
Employee Holiday Scheduling
Employee Absences Scheduling (SSP, SMP, SPP)
Issuing P45s
Summary Reports
Year End processing including P35, P11 and P60 reporting



Bookkeeping

Raising sales invoices, posting batch sales invoices
Coding and posting supplier invoices
Posting and allocating customer receipts
Posting and allocating supplier payments
Bank Payments to nominal codes
Full bank reconciliation
Pre-payments, accruals and adjustments
Fixed Asset register maintenance
Month-end routines and depreciation
VAT Returns - Processed & Filed Online



Monthly / Quarterly Reviews

A financial review of the accounts with expert advice, full jargon-free explanation of your figures.



Bespoke Information

Break Even Computation
Overheads Commentary
Cash-Flow & Sales Forecasts



packages

Here you will find the 3 packages we offer to our clients, these will cater for over 80% of businesses. We do have clients who require a more bespoke solution so if you feel that these are not suitable for your needs, please do contact us today on:

020 8087 1341 or email us at **takecontrol@cainandco.co.uk**

FEATURES	PREMIUM package	FULL package	ENTRY package
compare the package features			
Posting purchase invoices, expenses & cash transactions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Credit card transactions and reconciliation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completing the monthly sales and purchase ledger reconciliation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completing the monthly VAT reconciliation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completing Payroll Journals	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Making adjustments for any foreign currency transactions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Maximise your tax deductions*	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Unlimited email and telephone support	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Basic management reporting every quarter	-	-	<input checked="" type="checkbox"/>
Expense monitoring and advice	Unlimited	5 Key Expenses	-
Precision accounting with accruals and prepayments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Maintaining your fixed asset register	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Full management reporting every month	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Debtor Monitoring	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Completion of VAT returns	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Completion of annual accounts	FREE	FREE	-
Enhanced credit control	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Weekly reports on your key numbers	<input checked="" type="checkbox"/>	-	-
Quarterly online ('virtual') business review meeting	<input checked="" type="checkbox"/>	-	-
Your holistic cloud financial system	<input checked="" type="checkbox"/>	-	-
Supply a cloud accounting software - typically retails at £300 per annum	FREE	FREE	-

*For most businesses we usually have to identify at least £1500 of additional allowable business expenses that often lie unclaimed

testimonials



Stuart Baxter – Partner / Baxter's Battlefield Tours

We highly recommend Cain & Co to leave you to get on with what you do best, building your company. Cain & Co offer outstanding service at an affordable price but still give you a feeling of being a person and not just a number, it's how company/accountant relationships should be. **Transparent, Personal and Professional.**



Joanne Bell – Managing Director / Bells Accountants

Best bookkeeping firm I have ever outsourced to. Fast turnaround, excellent value for money and accurate, well presented work. Hopefully we will continue to work together for the foreseeable!



Resli Costabell – Costabell Limited – London

Paul took my unholy financial mess and swiftly transformed it into a few neat and comprehensible spreadsheets. Paul's goal was to find savings that were equivalent to his fees.



Claire Hayman – Financial Controller – Lifestyle

Cain and Co have introduced us to the world of Xero and provided us with training. We are now able to do our own bookkeeping, payroll and CIS submissions "in house". We would highly recommend using Cain and Co. A huge thank you to Paul for all his hard work and continued support!



Daniela Fleckenstein – Photographer

I recently attended a Cain and Co "Bookkeeping for Beginners" workshop. Offering insight and understanding, with a sense of humour to keep light of what is a serious topic. Very forthcoming and knowledgeable, with an approach in great breadth and no pretence and very much contemporary.



Mr Richard Verrall – Warbird Experiences

Chaos is merely order waiting to be deciphered – If you need to sort chaos, we can unreservedly recommend Cain & Co who transformed our accounts, providing the process, procedures and systems to allow us to run the business more effectively. Cain & Co provide a professional, friendly and cost-effective service.





Get In Touch

If you would like to book a no obligation **FREE** consultation to discuss your requirements and find out how you would benefit; **please get in touch:**

e: takecontrol@cainandco.co.uk

f **@** **in**



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Call Us – **020 8087 1341**