



SureStart

... the growing business support programme

It has also been found time and time again that businesses that plan and seek professional advice from the outset have a significantly greater chance of being very successful. **SureStart** is designed to help your business overcome the hurdles that trip up 80% of new businesses, *and* to help it become highly successful.

The other benefits of letting us guide you through the first year of business:

- ~~///~~ You will learn how to manage the business and not let the business manage you
- ~~///~~ The one to one training is specific to you and your business
- ~~///~~ You will not miss deadlines and run foul of legislation
- ~~///~~ You will draw on the experience of thousands of similar business start ups
- ~~///~~ You will understand the taxation, legal requirement, insurance, financial planning and accounting issues in respect of setting up your own business

Your SureStart programme will be tailored to your business needs and could include:

- ~~///~~ **Legal entity** – we can advise you on the best legal entity for your business
- ~~///~~ **Company formation** – we will set up your company and complete the necessary company secretarial duties
- ~~///~~ **Legislation** – we will register the business with the Inland Revenue, Customs and Excise and advise you on all tax and filing deadlines
- ~~///~~ **Training** – we will train you as necessary on book keeping, payroll and VAT
- ~~///~~ **Tax planning** – we will carry out a business and personal review to ensure you are aware of any opportunities to minimise your tax liabilities
- ~~///~~ **BoardFocus** – we will come to any four of your key business meetings.
- ~~///~~ **Business plans and raising finance** – we will prepare a detailed cash flow and profit and loss forecasts for your first year in business. We can advise of the best type of finance available and assist in the application.
- ~~///~~ **Management accounts** – we can prepare or review your management accounts ensuring that the business is on track
- ~~///~~ **Computerised accounting systems installation** – we can advise you and provide you with a computer accounting system that suits your needs, install it and provide the necessary training
- ~~///~~ **Outsourcing** – for those that do not wish to do the book keeping or payroll themselves we can offer to do these tasks for you.

Griffins

Chartered Accountants

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