

## AND WHAT ELSE?



As well as our Financial Services, our friendly, experienced staff can offer a range of services to support charities and voluntary groups to run their organisations dynamically and efficiently.

In addition to accounting services CVS Fife can offer you help with:

- + Governance
- + Fundraising
- + Quality Standards
- + Computers and IT
- + Training

CVS Fife

If you would like to hear more about our services and how we can help your organisation, please contact:

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KY8 1AT

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*CVS Fife is a Scottish Charity No. SC028457.*



CVS Fife

## TAKING THE HEADACHE OUT OF YOUR ANNUAL ACCOUNTS



### Financial Services for Registered Charities and Voluntary Organisations

- + Payroll
- + Book-Keeping
- + Preparation of Accounts
- + Independent Examination

# HEADACHES?



All charities and voluntary organisations need to have their accounts checked to make sure that their finances are managed properly and running smoothly. Most don't require an audit by an accountant.

Our Finance Service can help with:

- + Payroll
- + Book Keeping
- + Preparation of Accounts
- + Independent Examination

All registered charities need to file accounts and returns with OSCR (Office of the Scottish Charity Regulator).

If you are a charity with an annual income of less than £100,000 we can help you to meet your legal requirements and avoid having your accounts returned by OSCR.

# ASK THE EXPERTS!



Finding someone with the required expertise to independently examine your accounts can be difficult and time consuming.

Because we support other charities and voluntary organisations, CVS Fife can now offer you a professional Independent Examination service that is tailored to meet the individual needs of your organisation.

Our highly trained staff have in-depth knowledge of the laws and procedures governing charities accounts. They will work with you to produce professional, compliant, annual accounts in line with OSCR requirements.

Already producing compliant accounts? Then ask us for a quotation to carry out your independent examination. Because we're here to help, *our rates are kept low.*

# HOW MUCH?



The cost of our service varies with the complexity and size of your organisation. Typical prices are outlined in the table below:

Gross Income	Independent Examination	Preparation of Accounts
£10,000	£30	£30 - £50
£25,000	£60	£60 - £80
£50,000	£120	£120 - £160
£75,000	£200	£200 - £250
£99,999	£300	£300 - £400

If your income is in excess of £100,000 and you are eligible for Independent Examination, please contact us for advice. Prices shown refer to non-incorporated, Fife-based organisations. A 10% discount is available for organisations taking Independent Examination and Preparation of Accounts.

In line with CVS Fife's charging policy, if your organisation needs this service and genuinely cannot afford to pay, please contact us to discuss your options.