

Altus Citadel Corporate Services

Accounting, VAT & Payroll Services

About Us



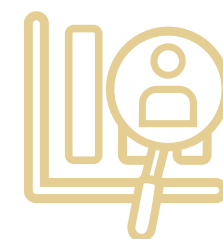
Altus Citadel Corporate Services Ltd is a proud member of the Altus Citadel Group, a global network of companies dedicated to excellence in corporate services, consulting, and tax planning.

Altus Citadel has a team of qualified professionals, brought together to become an outstanding player in the area of corporate services, consulting and tax planning. In 2014 Altus Citadel has been granted a license (No 26/196 of an Administrative Services Provider by the Cyprus Securities and Exchange Commission).



Our Services

- Company formation
- Administration and management
- Tax planning and consultancy
- IT focused on business solutions



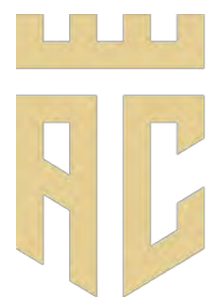
Our Customers

- Wealth management and family offices
- Global consumer goods manufacturers
- Small retail operations
- Private individuals



Our People

- Qualified accountants
- Qualified tax consultants
- Experienced Administrators
- Paralegal Experts
- Board level managers



Your Global Business Experts

Coverage: **Global**

Headquarter: **Cyprus**

Other Physical Presence: **Ajman, Dubai & Luxembourg**

Established in: **2014**

Client's globally: **+200**

Global bank institutions and payment providers we work with: **+ 60**

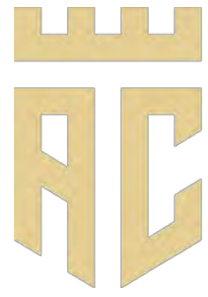
Industries we cover:

- Construction
- Education
- Fintech
- Funds & Asset Management
- Hospitality
- IT
- Manufacturing
- Oil & Gas
- Real Estate
- Retail
- Shipping and Logistics
- Trading & Services



Professional Memberships & Affiliations





Accounting Services

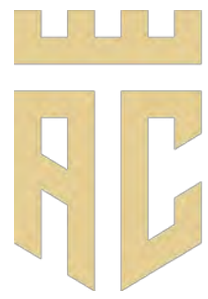
Our Accounting services include:

- Systematic and comprehensive recording of transactions, keeping companies' books up to date. Organized and with attention to details.
- Preparation of Financial statements according to International Accounting Standards (as well as International Financial Reporting Standards).
- Preliminary tax computation and financial forecasting tools.
- Management reporting to provide insight for quick decision making.
- Automation of bookkeeping double entry and possibilities for digital integration with various platforms.
- Preparation of all applicable tax and other statutory monthly, quarterly and annual reports to be submitted to the authorities.
- Interaction with tax and other authorities, if necessary.

Our VAT services include:

- Registration with the VAT authorities and obtaining of VAT Number.
- Preparation and submission of monthly VIES and INTRASTAT reports and quarterly VAT reports.
- Consultation and structuring of VAT for cross border trading transactions.
- Specific transactions such as triangular trade, distance selling, electronic services, VAT recovery, etc.
- Arranging of VAT payment/refund and liaising with tax authorities for various related matters.
- VAT reviews.

The standard VAT rate in Cyprus is 19%, with reduced rates of 5% and 9% applicable to specific items such as food, medicine, and tourism services. Businesses exceeding €15,600 of turnover threshold must register for VAT. Below the €15,600 threshold, registration is optional, and some small businesses opt in to reclaim VAT on expenses.

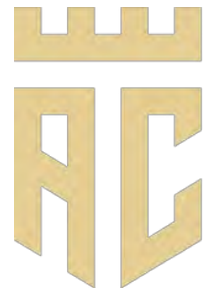


Payroll Services

Our payroll services include:

- Preparation of monthly payroll and other payment calculation in accordance with the compensation policy and current legislation. Including determining the tax status of employees.
- Calculation of sick leave compensation, vacation, unused vacations compensation upon resignation, severance pay and other compensation payments.
- Preparation and distribution of relevant employees' payslips. Transfer methods:
 - mailing to employees' email address
 - providing one electronic file
 - other options upon request
- Recalculation of an employee salary on the client's demand and apply the relevant adjustments.
- Arrangement for payments of Pay as you earn (PAYE).
- Registration and deregistration of employees at the Social Insurance Department.
- Arranging for monthly/quarterly payments to the Social Insurance Department. Submission of yearly Income Tax Return.





Why to Outsource?

You can avoid expenses related to hiring, training, salaries, benefits, and overhead costs.



Cost Savings

We stay updated with the latest regulations, tax laws, and accounting standards, ensuring that a company remains compliant and avoids costly errors or penalties.



Expertise and Compliance

This flexibility is especially valuable during periods of growth or economic downturns.



Scalability

Outsourcing frees up valuable time and resources for business leaders to focus on strategic planning and decision-making.



Time Savings

We can provide global expertise and help navigate the complexities of international tax and payroll regulations.



Global Expertise

Connect With Us



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