

# Specialists in service charge accounting

*Service charge accounting services for managing agents, landlords and flat management companies*





## Don't let the new service charge accounting guidelines mean more fees...

Towards the end of 2011 new accounting guidance for service charges was introduced by key accounting bodies ACCA and ICAEW and industry bodies ARMA and RICS.

For some non-specialist accountants this may have meant that turnaround times and fees increased to allow for the new guidelines to be learnt and implemented.

We are a leading west of London based firm of chartered accountants, auditors and tax advisors who specialise in service charge and property accounting.

Our Service Charge Accounts Team have many years experience and are fully up-to-date with the new guidelines. We provide a high quality, value for money service and support managing agents, landlords and flat management companies nationwide.

In this overview we have included details of our services, as well as the key service charge accounting guidelines. We aim to take the burden away from you and deliver the services that you require on time, every time.

### We can help

For a free consultation on your service charge accounting needs, or general advice on complying with the new guidance please do not hesitate to contact me directly.

Best regards

David Sharp  
Partner - Head of Service Charge Accounting  
Rouse Partners LLP



### Meet our Head of Service Charge Accounting

Specialising in the construction and property industry, David Sharp has vast experience ranging from large joint ventures and outsourcing projects through to supporting the accounting needs of individual flat management companies. He is also able to offer specialist advice on complex CIS issues faced by contractors and sub-contractors in the construction industry.

## New guidance

The new service charge accounting guidance from ACCA, ICAEW, ARMA and RICS sets out:

1. How service charges should be accounted for
2. How bank accounts, deficits, loans and overdrafts should be managed
3. Requirements for flat management audits, certification and accountants reports
4. The format and timescales for flat management annual statements

## Our services

We will build a tailored service offering based on the exact requirements of your service charge accounts.

We are able to offer the full range of services that you might require including:

- **Accounts preparation in accordance with all legislation**
- **Tax planning advice**
- **Audit services**
- **Full company formation services**
- **Maintaining statutory registers:**
  - **Share transfers for changes in company ownership**
  - **Completing annual returns and submitting them to HMRC**
- **Registered office facility**
- **Bookkeeping services**
- **Personal tax service**

## Why choose us?

### **Specialists in service charge**

**accounting** - through managing agents (and working directly) we deal with more than 120 flat management companies, and we have experienced every issue that might occur.

### **No hassle and easy to work with**

- we build strong working relationships with managing agents and flat management companies to provide a quick turnaround time on accounts.

**Excellent value for money** - we offer high quality accounting services at very competitive rates.

### **We offer support at every step**

- including service charge structures, tax implications, setting up limited companies and can attend AGMs.

### **Compliance with new flat management accounting**

**legislation** - we have the technical skills needed for compliance with all legislation relating to service charge accounting. This includes compliance with s152 of the Commonhold and Leasehold Act, the ICAEW technical release 03/11, the Landlord and Tenants Act, the Commonhold and Leasehold Reform Act and where applicable the Companies Act.

### **We offer wealth management services for landlords/high net worth individuals**

- including personal tax services, tax planning, IHT advice and setting up trusts.

**Contact us today for a quote or to arrange a free, no obligation consultation to discuss your service charge accounting requirements.**

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