

Company Administration



Our aim

Our Company Administration unit, which employs qualified staff with extensive and specialised knowledge in fiscal compliance services and other business related matters, aims at delivering full support and solutions that combine the required experience with commercial insight thus adding value to the clients' business. Basically we aim to be the Trusted Business Advisors of our clients, both local as well as foreign companies setting up operations in Cyprus.

Our Philosophy

Statutory and fiscal compliance support is of utmost importance to clients throughout their business dealings. The serious challenges caused by new opportunities as well as the economic crisis and the corrective austerity measures taken by the government makes our role even more important. We are able to help enterprises to respond to these challenges and allow them to focus solely on the areas of their business which are key to profitable growth. We aim at understanding our clients' business and the various factors that affect it, as well as keeping ourselves updated with statutory and fiscal developments. In this way, we can help our clients attain an excellent understanding of the implications of such issues on their business. Towards the same end, we constantly seek to develop our connections and knowledge.

What can we do for you?

Our services include:

Accounting and Fiscal Compliance

- Accounting and related services - Compliance / Advice / Supervision / Interim staffing
- Corporate Direct Tax planning / Compliance / Advice
- Personal direct tax planning / compliance / advise / capital statements
- Tax reorganisations / company liquidations
- Indirect Tax Compliance (VAT returns, intrastat, VIES)
- Payroll & Provident Fund employment issues – Set up / compliance / PAYE / SI
- Drafting of financial statements for audit purposes
- Preventative tax audits
- Diagnostic VAT reviews

Financial & Business Advice

- Business set ups
- Financing structure
- Financial planning/modelling
- Assessment of the business' tax position and implementation of tax planning
- Budgeting
- Costing exercises
- Reporting
- Industry expertise
- Cash flow management

Family Business

- Succession – Legal structure / planning
- Efficient running of the business – procedures / systems / controls
- Attending board/management meetings

Corporate Changes

Assistance with the implementation of decisions for changing officers/directors, registered office, change of accounts reference date or company name. For these purposes we can:

- Assist with the preparation of all necessary resolutions, forms and other documents taking into account the specific requirements of the company involved
- Assist with filing of necessary returns at the Registrar of Companies.

Share Capital changes

Company Administration can assist with:

- Creation of different classes of shares
- Preference and redeemable shares
- Increase of capital and/or share allotment, rights and bonus issues
- Share transfers
- Reduction of share capital

Business restructuring/reorganisation

Company Administration can provide comprehensive compliance services to ensure that all statutory obligations are being met in complex plans involving:

- Company strike offs
- Restoration of dissolved companies
- Company re-registrations
- Mergers and reorganisations

Statutory Books & Records

Company Administration can assist with maintaining and safekeeping of statutory records and registers of the company as prescribed by the relevant legislation in Cyprus.

Coordination of all services

Company Administration will be your single point of contact within PwC and will act as your coordinator for all your requirements ('one stop shop' principle).

What are the key benefits?

- Service is offered by specialists that management is able to rely on.
- Costly penalties and the risk of prosecution of officers for late filing are avoided.
- Tailored service – from a single non-active company to a multi-territorial major group.
- We add value to the organisation. From “overhead” to a cost “saving” function.

Contact us:

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