



**MORE TAX
CONSULTING**
(Chartered Tax Practitioners)



STANDARD TAX CONSULTING & TRAINING SERVICES

- *Standard Tax Services*
- *Comprehensive Tax Health Check*
- *Tax Training Programm*

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About Us

About Us

More Tax Consulting is a firm of Chartered Accountants and Chartered Tax Practitioners incorporated in Ghana to provide comprehensive tax support services to organizations. Our network of highly experienced professionals enable a multidisciplinary approach to our engagements. The commitment and expertise of our professionals ensures that More Tax Consulting provides high quality Tax Planning and compliance services. Our independence also ensures that we are well placed to assist our clients in implementation of the advice that we provide.

Our firm's quality is noticeable in the services we provide for our clients, spread across the various sectors of the economy. As a result, our firm has developed a well-focused capacity and rigorous methodology in satisfying our clients.

Our Capabilities

We have a range of proven capabilities including, providing functional expertise and local knowledge to our clients. Our core team of professional accountants, lawyers and business advisors have more than 15 years' experience in auditing, taxation, financial management and business advisory services. They have a mixture of public accounting and industry experience that brings unique and insightful perspective to our engagements. All our professionals are qualified accountants and tax experts and are subject to a guided programme of continuous training and professional development.

We have a range of proven capabilities including

- * Having an understanding of all tax matters in the market where we work to enable us provide highly effective solutions
- * Having understanding of the various tax planning opportunities available to you and their relative impact.

We provide functional expertise and local knowledge. More Tax Consulting focuses its advisory and consulting strengths with particular emphasis in:

- * Tax planning and risk management
- * Tax Audit management
- * Transfer pricing
- * Transaction advisory, structuring and support





About Us

- * International tax and offshore tax planning
- * Strategic tax planning, including risk and opportunity evaluation and implementation
- * Direct and indirect tax management
- * Employment taxes
- * Tax investigations management
- * Tax recovery, Resolution of disputes with the revenue authorities

Our strength lies in our commitment to provide personalized services to our clients to ensure that the advice provided is truly value adding. We have good relationships with the tax authorities as well as other regulatory bodies that will better service clients' diverse tax, legal, financial and transaction requirements.



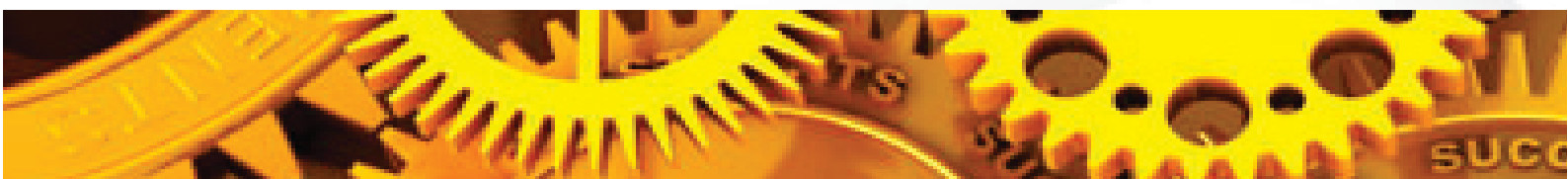
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PART ONE



STANDARD TAX SERVICES





Standard Tax Services



Introduction:

If you are looking for a Tax Advisor that can deliver additional value to your company through a comprehensive tax services, ensuring full compliance with the provisions of the tax laws, timely reminder and compliance with all fiscal requirements in Ghana, effective support during tax audit and investigations and proactively updating you on changes in legislations from time to time and advising on the consequences of such changes, then More Tax Consulting has it all. The service scope may include but not limited to the following:

1. Corporate Tax Compliance;
2. Transfer Pricing;
3. Employee Taxes;
4. Value Added Tax (VAT) and Levies;
5. Withholding Taxes;
6. Tax Planning and Tax Savings;
7. Liaison with Ghana Revenue Authority;
8. Other related services as needed.

More Tax Consulting has the right tools and experience to provide your company with value adding, creative and proactive business solutions to your tax issues. We have strategies designed to achieve improved tax management abilities and enhanced services. With our commitment at ensuring success for our clients, we are very certain of a value added services to client.

RANGE OF SERVICES

Expatriate Tax Services

The expatriate tax compliance service relates to monthly and annual recurrent tax computation and filling of tax returns with the Ghana Revenue Authority.

The scope of this service includes:

- a) Computation of expatriate employee tax based on their income and complete Employee Tax Deduction Form (monthly) showing the total PAYE payable and advise client accordingly to facilitate the payment to the GRA by the 15th of the month following.
- b) On annual basis compute and file Employees Tax Deduction Form (Annual Return)
- c) Assist in answering queries relating to Expatriate staff tax that may arise during audits.
- d) Assist client's external auditors on issues relating to expatriate staff salaries during tax audits.



Standard Tax Services



Corporate Tax Compliance

The corporate tax compliance service relates to the annual recurrent tax computation and filling of tax returns with the Ghana Revenue Authority.

The scope of this service includes:

- * Computation based on the company's draft financial statements or management accounts for inclusion in the audited financial statements by the auditors;
- * Review all corporate tax returns including Self assessments and annual returns and confirm that they are filed on time;
- * Determine that all payments are done on time and proof of payments retained
- * Examine the reasonability and completeness of allowable expenses claimed and claimable;
- * Assist the company to respond to queries from the Ghana Revenue Authority on financial statements filed in a timely manner;
- * Identify opportunities for cash flow savings;
- * Review the income tax procedures and documentation maintained by the company as to its adequacy and compliance with the tax requirements.

Employees' Taxes & Social Security

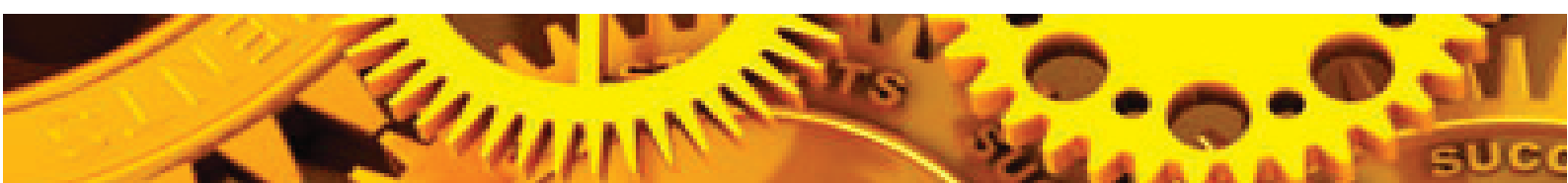
In connection with the employment tax services , our work will encompass the following:

- * Compute sample PAYE tests checks to determine that the correct tax is being deducted from employees as well as review PAYE procedures to ensure tax compliance
- * Review tax treatment on non-cash benefits received by employees
- * Review Directors remuneration and determine that all taxes are being accounted for.
- * Advise on areas where tax savings can be achieved.
- * Annual compliance of PAYE

Value Added Tax & Levies

We can help you meet your VAT regulatory requirement by preparing your VAT return and ensuring timely accounting and filing of your returns. As with other areas of tax, we can act as your Agent for VAT purposes and therefore correspond with Ghana Revenue Authority on your behalf. Needless to say, errors, late VAT returns, and late VAT payments can all lead to penalties and possibly interest being charged. So allowing us to take care of your VAT affairs, gives you peace of mind.

The scope of this service includes:





Standard Tax Services



- * Confirm that VAT input invoices are correctly posted in the ledgers and the returns are supported by relevant documents
- * Review the company's VAT procedures and documentation
- * Identify any risk areas in relations to VAT accounting
- * Identify cash flow savings opportunities with respect to submitting bad debt relief claims

Liaison with Ghana Revenue Authority

We can liaise with the Ghana Revenue Authority to ensure that areas of differences or disagreements are sorted out and ensure first class relationship exist between you and the GRA.

Tax Planning/Savings and Advisory Services

There are various allowances, tax incentives and reliefs available which can help minimize tax liabilities based on a taxpayer's circumstances. If you are looking to make tax savings but do not want to attempt to interpret detailed tax legislation, you should seek professional advice. We offer our clients tax planning reviews and try to ensure that our clients only pay as much tax as they are legally obliged to and no more. Whatever your tax planning needs, we will endeavor to find a tax saving scheme to suit your circumstances.

Withholding Taxes

The tax laws impose agency responsibilities on companies to act as agents for Ghana Revenue Authority to collect withholding taxes and pay same to GRA. Failure to deduct attracts severe penalties. We can help you manage your withholding taxes by preparing and accounting for your withholding taxes each month.

Transfer Pricing Compliance

The objective of setting transfer prices is to maximize the profit of the group as a whole. However, Ghana has Transfer Pricing legislation which exists to prevent companies from avoiding taxes by means of transfer pricing. The Transfer Pricing legislation (L.I 2412, 2020) requires companies to file their transfer pricing returns together with a three tiered documentation requirement.

The scope of this service includes

- * Review the company's transfer pricing policy to determine conformity to the tax laws in Ghana
- * Review the company's transfer pricing policy to analyze tax implications
- * Sample test the company's transfer pricing computation to ensure it is in compliance with the tax laws
- * Assisting in transfer pricing compliance



Standard Tax Services

Fees

The relationship with our clients are very important to us. The provision of written advice, attendance at meetings and other services provided to or on behalf of our clients are based on time actually spent by our professional staff on the assignment as well as the complexity of the assignment. The time spent will be dependent on the availability of the required information and the level of co-operation we obtain from the management and staff of clients.

Conclusion

We believe that value for money, international experience and exposure, industry specialization that gives us in-depth expertise will underpin your consideration to invite us for further discussion.



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PART TWO



COMPREHENSIVE TAX HEALTH CHECK





Comprehensive Tax Health Check



Introduction

In the ever-evolving landscape of taxation, businesses face significant challenges in maintaining compliance and optimizing tax strategies. Our Tax Health Check is a vital step towards ensuring that your business complies with all tax laws. It's an investment in the financial health and legal soundness of your organization. We offer a comprehensive Tax Health Check that serves not only as a compliance verification tool but also as a strategic guide for efficient tax management. Our team of experts will help you check your tax health status by conducting an exhaustive assessment of your business's tax practices, identify any areas of potential risk, and propose actionable recommendations to enhance your tax efficiency and compliance.

Scope of the Tax Health Check

Our health check covers all areas of taxation in Ghana, direct and indirect taxes and involves.

- Detailed review and analysis of tax returns filed with the Ghana Revenue Authority.
- Assessment of adherence to current tax laws and regulations.
- Evaluation of tax saving strategies and deductions utilized.
- In-depth analysis of supporting documentation and record-keeping practices.

Methodology

Our approach to a typical tax health check will involve.

- Initial data gathering from financial records and tax returns.
- Analysis of tax compliance status and identification of discrepancies.
- Review of tax planning strategies and their effectiveness.
- Compilation of findings into a comprehensive report.

Deliverables

The final deliverable will be an in-depth report encompassing:

- Analysis of the major findings.
- Identified risks and potential liabilities.
- Recommendations for corrections and improvements.



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PART THREE



TAX TRAINING PROGRAM





Tax Training Program



Introduction

In the dynamic and complex world of taxation, continuous learning is crucial for an efficient workforce. We provide a comprehensive Tax Training Program designed to enhance the knowledge and skills of your team in handling various tax-related matters. We provide an engaging and informative training program that covers key areas of taxation, ensuring participants are well-equipped to manage tax responsibilities effectively and remain compliant with current tax laws. Benefits to your organization includes enhanced internal tax expertise, reduced risk of non-compliance, and improved tax management practices.

Scope of the Training Program

From basic Tax Principles and Legislation to advanced compliance and strategic business cases.

Our training is grouped into 4 main Modules.

Module A: Payroll Taxation

Module B: Withholding taxes.

Module C: Indirect Taxes

Module D: Corporate taxation

The Program is tailored for finance professionals, accountants, and anyone involved in managing taxes within your organization.

Training Methodology

Interactive Lectures: Led by tax experts, covering theoretical aspects and practical applications.

Q&A Sessions: Opportunities for participants to clarify doubts and discuss specific issues.

Materials and Resources: Comprehensive training materials, including slides, handouts, and reference guides, will be provided.

Trainers and Expertise: The program will be conducted by experienced tax professionals with extensive practical and teaching experience in the field of taxation. Our aim is to deliver valuable insights and practical skills, equipping your team to handle tax matters more effectively.



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Tax Training Program



Module A: Payroll Taxation

Meeting your PAYE obligations as an employer can be daunting especially with the recent aggressive revenue mobilization by the Ghana Revenue Authority and the continuous changes in tax laws on employment income. The taxation of Benefits in Kind (fringe benefits) is one area where the tax authorities focus on during audit. This course is designed for persons who would like to develop their skills and understanding of payroll tax under the law in Ghana,

The Module covers detailed aspect of Employee Taxation including Bonus, overtime payment, Pension schemes contributions.

Module B: Withholding Tax

Withholding tax, it has been said "combines the expedient and objectionable. It is a rough and greedy system which virtually garnishes taxpayers incomes, sometimes for tax liability they don't owe"

Payment made to residents and non-residents are subject to withholding tax. Whilst the incidence of tax falls on the recipient of the income, the onus of tax collection is placed on the businesses.

Businesses need to pay close attention to their withholding tax obligations as non-compliance or late payments can lead to hefty penalties from the tax authorities.

This Module adopts a practical approach to help businesses comply with withholding tax requirements, including situations where the non resident is claiming relief/exemption under double taxation agreements



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Tax Training Program



Module C: VAT in Ghana

As a result of the changes introduced by Governments in the area of VAT, it is imperative for business operators to have a comprehensive understanding of the law and how it impacts on their businesses. Many businesses face challenges during Tax Audit when it comes to compliance relating to NHIL and GETFund levies and COVID-19 Health Recovery Levy.

Non compliance can have severe consequences on a business when detected in a tax audit. This Module is designed to help businesses acquire better understanding of the VAT system in Ghana

Module D: Corporate Tax

Every business in Ghana is subject to corporate tax on its profits. Effective compliance with the laws and proper utilization of the available allowances and proper tax planning can result in tax savings and increase in returns to shareholders. However, there has been compliance problems with most companies, often resulting from inadequate knowledge of the provisions of the tax laws.

For executives who advise their boards and business owners, it is imperative that they equip themselves with the practicalities of the provisions of the tax laws, the challenges and how compliance with the tax laws impact on their businesses.

This Module is designed to help participant understand the fundamentals of corporate tax and enable them to make sound decisions by considering potential tax implications.



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Meet Our Experts



Francis T. Boi

(LLM, BL, LLB, ICA, CITG, Mphil, MBA, BSc. Admin)

Senior Consultant

Francis is a Tax Lawyer and Senior Consultant with over 17 years of experience in taxation, audit, financial and capital markets, and business advisory. He is a transfer pricing expert, specialising in transfer pricing documentation and tax risk and cross border taxation. He has worked for Unilever Ghana Plc as the Assistant Manager in charge of Taxation and Guinness Ghana Breweries Plc as the Senior Tax Manager. He has also worked for Telecom giant MTN Ghana as the Senior Tax Consultant overseeing the company's tax and cross border tax activities. He has also worked for AAB and Associates, a firm of Chartered Accountants and Auditors based in Accra as Audit Manager.

He is a Barrister and Solicitor of the Supreme Court of Ghana, with experience in litigation and project advisory on taxation, commercial and financial matters.

Francis has been involved in various projects including tax due diligence, advising on taxpayer remedies and resolution of disputes with revenue authorities, training, providing general advice on market access, investment strategies

and assessing investment incentives.

Francis holds Master of Laws Degree from University of London (Corporate and Commercial Laws) as well as a Bachelor of Laws degree from GIMPA Law School. He holds a post-graduate Advanced Diploma in Transfer Pricing from Thomas Jefferson School of Law, San Diego, California, USA.

Francis is a Fellow of the Institute of Chartered Accountants-Ghana (ICAG) and a member of the Chartered Institute of Taxation-Ghana (CITG).

He has a Master of Philosophy Degree in Finance as well as Bachelor of Science Degree in Accounting [First Class Honours] all from Kwame Nkrumah University of Science and Technology (KNUST).

Francis also holds a Master's Degree in Finance from Central University and has Associate Degree in Legal Studies from the Institute of Commercial Management –UK. He is a product of Sunyani Technical University with a Higher National Diploma in Accountancy. He teaches International Taxation, Oil and Gas Taxation and Advanced Taxation at More Tax Academy. He is a regular contributor to tax columns in Business and Financial Times in Ghana.



Meet Our Experts

Patience Awadzi
(Bcom, ICA, CIT)
Consultant

Patience has about 5 years working experience, working with More Tax Consulting. She facilitates tax seminars and training, overseeing a number of clients with compliance and filing with regulatory authorities. She started her career with MTC as a Junior Consultant and rose through the ranks. She has worked with various entities and has vast experience on tax audit, tax planning and compliance. Patience holds a Bachelor of Commerce Degree in Accounting from University of Cape Coast, and a qualified Chartered Accountant. She is a member of the Institute of Chartered Accountants, Ghana and an associate member of the Chartered Institute of Taxation, Ghana.

Michael Adu-Gyamfi Esq.
(LLB, BL, BSc, ACCA, ICM,)
Senior Consultant

Michael is a practicing Lawyer and a chartered Accountant with fourteen (14) years cumulative working experience in both the private and public sectors. He has in-depth knowledge and expertise in Banking & Finance, law, taxation, Currency and commodities trading. His professional work experience covers the areas of corporate banking, corporate law practice and litigation, international trade finance, tax advisory (domestic and international), and commodity trading (i.e. minerals, and oil and gas).

He holds a Professional Law Course qualification from the Ghana School of Law (GSL), Bachelor in Law (LLB) from the Ghana Institute of Management and Public Administration, a BSc. in Mathematics & Statistics from the University of Ghana, A member of the Association of Certified Chartered Accountants (ACCA), UK, a Diploma in Financial Management from ICM-UK, and a Certificate in stock trading by the Ghana Stock Exchange (GSE).

Michael has been involved in a number of Government's strategic divestiture programs, providing both legal and financial advisory services on divestiture. As a former banker, he participated in several trade finance transactions which entailed sourcing for offshore funding and international trade instruments in the mining, oil and gas, and fast-moving consumables (FMCG) sectors and by that acquired extensive knowledge in that area.

He is a member of the Ghana Bar Association and ACCA, UK.





Meet Our Experts



Bernet Anim

(BL, LLB, CA)

Consultant

Bernet is a Chartered Accountant and a Lawyer by profession. He had been the General Manager for Reliance Personnel Services, an employee management company, where he was responsible for strategy, operations and client engagement. He has previously worked in capacities as Audit Associate and Cost Accountant in different organizations.

He has experience is in Taxation, Accounting, Audit, corporate practice and compliance, courtroom litigation, corporate advisory on the laws relating to Employment and Immigration among other practice areas. He works with considerable diligence, greater attention to detail, and a passion for excellence and He has consulted in taxation, corporate governance, and general company secretarial for a host of local and multinational companies. Bernet holds a Bachelor of Laws degree from GIMPA Law School. He is a member of the Institute of Chartered Accountants-Ghana (ICAG). He is a member of the Ghana Bar Association, Ghana.

Faustina Akuffo

(BSc Admin, MBA, DBS)-

Senior Consultant


Faustina has over 20 years working with the Ghana Revenue Authority and has been facilitating tax seminars and training for the Large Taxpayer Office of Ghana Revenue Authority. She started her career with the GRA as a Junior Revenue Officer of GRA and rose through the ranks to Principal Revenue Officer. She has worked with various Districts of the GRA and has vast experience on tax audit, tax planning and compliance. She has led several discussants on conferences and seminars on taxation in Ghana. Faustina holds a Bachelor of Science Degree in Accounting from University of Ghana, Legon and a Master's Degree from SMU. She also holds a Diploma in Business Studies from Kumasi Polytechnic.

Abigail Yaa Ayipah

(BSc Admin, ICA, MBA)

Associate Consultant

Abigail is an Associate with More Tax Consulting with over 6 years' experience in Tax compliance, Accounting, Finance and Advisory Services having worked with Scancom (MTN Ghana Ltd). She has worked as a Financial Reporting Accountant and Accounts Receivable Accountant. She has been involved in various project management and advisory for multinationals. Abigail holds a Bachelor of Science Degree in Finance from Kwame Nkrumah University of Science and Technology and a Masters Degree in Finance from University Ghana. She is a member of the Institute of Chartered Accountants-Ghana.





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