



vlassis & co

# **vco** services

Specialist Service Guide

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## **vco**services

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# About us

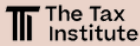
## vco helps dynamic organisations unlock their potential for growth.

Since 1985, VCO has built a reputation for delivering high-level accounting and advisory services with a hands-on, client-focused approach. Our team blends deep industry knowledge with innovative strategies to help our clients thrive in an ever-changing business landscape.

At VCO, we're more than accountants - we're partners in your financial success.



### Industry Qualifications & Memberships



## vco team

VCO is an established advisory firm with a contemporary perspective



**Trevor**  
Principal



**Mary**  
Senior Manager



**Helen**  
Senior Manager



**Natalia**  
Senior CA



**Van**  
Senior Manager



**Nathan**  
Senior Accountant



**Crystal**  
Accountant



**Nikki**  
Administration



**Joanna**  
Administration



**Christina**  
Administration

# Tax & Advisory

**VCO has an established and well developed tax consulting service. We remain abreast with the latest tax developments and regularly work with clients on general and unique technical tax issues. This ensures our knowledge and advice is widespread which benefits and supports our client's short to long-term goals.**

Each organisation and the industry in which it operates contain unique and inherent tax implications and incentives. These factors emerge throughout all phases of the business lifecycle and must be carefully evaluated to ensure the tax profile is optimally managed and all potential tax benefits are fully leveraged.

**Whether you're a start-up or an established business seeking to create new growth engines, there are various tax issues, obligations and compliance checks that must be considered. Including, but not limited to:**

- Tax Effective Business Structures
- Employment Tax Issues
- Transactional Tax Obligations
- Property Tax and Other Indirect Tax Issues

**Throughout an organisation's journey they may be entitled to various incentives, rebates and rollovers that can be used as significant tools in tax and cash flow planning; and ultimately inform one's growth strategy. These opportunities include:**

- Various Government Grants
- Research and Development Incentives
- Early Stage Innovation Company Investor Benefits
- Goods and Services Tax (GST) | Small Business Tax Concessions
- Other Rollover Tax Concessions

## We Specialise in:

→ Corporate Tax

→ ATO Audit Support

→ Tax Compliance

→ Employment Tax

→ ATO Audit Support

→ Government Grants

→ Private Business  
Taxation & Structuring

→ GST, Stamp Duty &  
Land Tax

# Corporate Tax

**Tax is a major point of focus for any business, whether large or small. Depending on the industry, the complexity of operations and size of the organisation, each variable offers varying levels of complexity and tax planning issues.**

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**At VCO, we excel in guiding and advising clients across a broad spectrum of financial matters, including but not limited to:**

- Proactively anticipating and navigating tax issues to achieve optimal commercial outcomes
- Ensuring compliance with regulatory obligations
- Preparing and lodging tax returns with precision
- Assessing the tax implications of commercial transactions
- Structuring businesses for maximum efficiency and benefit

Collaborating with proactive advisors like VCO enables organisations to mitigate risks and align their strategic objectives effectively.

**With a proven track record, VCO delivers both general and bespoke advice to businesses of all sizes and sectors. We are dedicated to helping our clients comprehend and address the latest legislative and regulatory developments impacting their corporate tax positions.**



# ATO Audit & Support

**Preparing for an ATO audit can be comprehensive and demanding, often sprung on you at the least opportune time.**

**With VCO by your side, you'll be fully prepared and 'ATO ready', ensuring peace of mind and seamless compliance.**

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**The ATO is often interested in examining tax issues and treatment for activity that may lend itself to opaque interpretation and presentation. Therefore, it is important that there is clear consideration for tax implications in transactions and/or normal business activity.**

For example, commercial justification of income tax reconciliations that render differences between the financial accounts and the tax return is critical.

VCO is equipped to support you across a broad spectrum of ATO requirements, including but not limited to:

- Assisting clients in responding to ATO requests
- Drafting and providing necessary documentation
- Reviewing and drafting a robust tax governance system for your organisation
- Offering comprehensive support throughout the ATO review process

**With VCO, you'll navigate ATO interactions with confidence and clarity.**



# Government Grants

**At VCO, we expertly guide you through the array of government support available to elevate and optimise your business.**

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**VCO excels in identifying, securing, and facilitating industry-specific programs, incentives, and grants that can propel your business forward. Some of the recent grants VCO has successfully facilitated or provided expert advice on include:**

- Research and Development Tax Incentive
- Early Stage Innovation Company (ESIC) Program
- Export Development Marketing Grant (EDMG)
- General state and federal grants for specific industries

**With VCO, you can confidently navigate these opportunities to maximise your business's potential and growth.**



# Tax in Mergers & Acquisitions

**Mergers and Acquisitions (M&A) can be an effective method to accelerate the growth of an organisation.**

**M&A transactions incorporate a host of different disciplines, including complex tax issues and requirements.**

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**Staying informed and up-to-date on the tax implications of an M&A transaction gives you a significant advantage, empowering you to plan, negotiate, and optimise your tax position for the best possible outcome.**

M&A transactions can unlock various tax concessions that, while not always easy to identify, can offer substantial benefits. However, navigating these complexities requires more than just tax advice.

At VCO, we integrate and collaborate with a network of professionals to ensure optimal business outcomes. Our comprehensive approach includes:

- Managing Capital Gains
- Handling Income Tax
- Overseeing Stamp Duty and GST Implications
- Evaluating and Executing Tax-Efficient Business Structure Options
- Implementing a Tax-Focused Strategy to Ensure Every Detail is Addressed and Every Opportunity Maximised



# Tax Compliance

**Whether you're a private business or a publicly listed company, your tax compliance obligations are unique to your entity.**

**These are obligations that are necessary and enforceable.**

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## How We Elevate Your Business

At VCO, our team collaborates seamlessly with clients to navigate tax compliance and identify potential risks associated with regulatory requirements. We handle everything from annual compliance obligations to financial reporting and tax returns, staying at the forefront of the latest tax and indirect tax developments.

## Our Services Include:

- Taxation Consulting and Strategic Advice
- Comprehensive Financial Statement Preparation
- Accurate Tax Return Completion and Lodgement
- Efficient BAS/IAS Lodgement
- Thorough PAYG Compliance



# Private Business Taxation & Structuring

**VCO works with private businesses as an extension of their team for all their business tax and advisory requirements. There is a wide range of tax and accounting obligations that require a tailored approach. An approach that complements your current status, as well as your future growth prospects.**

**At VCO, we ensure our clients understand the journey they are on and why the advice provided is the most practical and commercially viable option; aligning with their objectives and goals.**

Determining the optimal business structure is crucial and requires careful judgement and assessment of your medium to long-term goals. At VCO, we work closely with you to ensure that, regardless of the stage your business is in, you operate within a structure that optimises your tax profile while considering other essential factors unique to your situation, such as asset protection benefits.

Whether you are managing partnerships, trusts, or companies, we collaborate with you to enhance and guide the evolution of your business structure over time. This evolution depends on a range of factors, including but not limited to:

- Profit Growth and Marginal Tax Rates
- Asset Protection
- The Nature of Your Activities
- Consideration for Capital Gains Tax Benefits
- Growth Opportunities

Our experienced team understands the connection between your operating environment, future goals, and current circumstances. We navigate the roadmap for an evolving structure that optimises your tax position. By adopting a 'big picture' approach, we help you transition in the most cost-effective and sustainable manner possible.



# Employment Tax

**It is important to understand the tax considerations and implications that apply to your business, including those involved with employment. At VCO, we offer support on a wide range of tax matters, including fringe benefits tax (FBT), payroll tax, superannuation, and more, ensuring you navigate these complexities with confidence and precision.**

## **Fringe Benefits Tax (FBT)**

Navigating FBT rules can unlock opportunities to enhance employee benefits, ultimately boosting their take-home pay. However, FBT is a complex area that requires careful management. At VCO, we ensure your compliance and accuracy in FBT reporting:

- Review and Lodge Annual FBT Returns
- Provide Strategic Advice on FBT Issues
- Structure FBT Matters Effectively
- Keep You Updated on the Latest FBT Legislation and Developments

## **Payroll Tax and Lodgement Support**

Understanding the nuances of payroll tax across Australia is essential, as each state has distinct benchmarks and methods for calculating this tax. Common challenges include:

- State Grouping Provisions
- Payments Made to Directors
- Other Benefits Provided to Employees and Directors, such as Options

The VCO team provide support and facilitation in identifying and mitigating risks in payroll processes, ensuring accurate disclosures, and leveraging payroll tax relief initiatives for optimal compliance.

## **Employer Superannuation**

With recent increases in superannuation rates, understanding your employer obligations and the correct treatment of superannuation is crucial. VCO provides expert advice on meeting these requirements and assessing transactions related to employee superannuation.



# GST, Stamp Duty & Land Tax

**Indirect taxes such as GST, land tax, stamp duty, and fuel tax credits are critical considerations for any business. These taxes can arise both independently and in combination, and they must be carefully assessed, planned for, and managed, irrespective of your business's profitability or cash flow.**

**At VCO, our team possesses the technical expertise to strategically minimise the impact of these indirect taxes, ensuring your business remains efficient and financially optimised.**

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## GST

Effectively managing indirect taxes such as GST is vital for maintaining robust cash flow and meeting lodgement obligations. At VCO, we provide comprehensive support in handling GST registration, compliance, and lodgement, as well as managing transactions, acquisitions, and disposals, ensuring your business remains on track and efficient.

## Stamp Duty and Land Tax

State taxes, including stamp duty and land tax, are frequently evolving, and each state has its own unique approach. The impact of these taxes on your business or personal transactions can vary based on several factors, including:

- The Size of Your Business or Investment
- Whether You Are Purchasing, Transferring, or Selling Assets, Land, or Property

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The intricate nature of state taxes and asset tax profiles can lead to overlooked details and unforeseen costs if not managed effectively. At VCO, we take a nationwide perspective to help clients structure their asset profiles in a tax-efficient manner, ensuring a meticulous approach to calculating the complex nature of stamp duty and land tax obligations.

We work with clients on their property and investment portfolios, offering expert advice on:

- Principal Residence Exemptions
- Optimal Land Holding Structures
- Foreign Surcharges
- Discretionary Trusts (with and without non-resident beneficiaries)
- State-Specific Thresholds, Rates, and Calculations

# Business Services

**VCO work with small, medium and large businesses on all their tax, accounting and business needs.**

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VCO offers comprehensive support in every aspect of your business, from structuring and strategic planning to establishing robust finance processes and ensuring compliance with tax and regulatory obligations.

The team at VCO cover all the essentials, freeing you to focus on the core functions that drive your organisation's success.

Consider VCO as an integral extension of your management team - a trusted strategic partner and sounding board, fully invested in your success and growth.

## We Specialise in:

- Secretarial Services
- Management Reporting
- Forecasting & Budgeting
- CFO Services & Finance Function
- Superannuation & SMSF Reporting
- Financial Reporting
- Family Business Consulting & Succession Planning

# Secretarial Services

**VCO provides dedicated company secretarial services for private businesses, assisting with compliance and administrative needs.**

**Our internal secretarial function is designed to support clients in meeting regulatory requirements and managing administrative tasks efficiently.**

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**VCO offers comprehensive support and advisory services on company secretarial matters, including but not limited to:**

- Serving as the registered office for your company.
- Acting as your registered Australian Securities and Investments Commission (ASIC) agent.
- Managing compliance requirements, including annual company statements and maintenance of corporate registers.
- Preparing and lodging necessary documentation with ASIC for changes to company details, officeholders and shareholders.
- Handling company incorporations and deregistration.
- Administering business names, including registrations, cancellations, renewals and change of address.



# Superannuation & SMSF Reporting

Individuals increasingly have an appetite to take control of their own retirement planning. One way to do this is through setting up a Self-Managed Superannuation Fund (SMSF).

**Self-Managed Super Funds (SMSFs) offer unparalleled flexibility and control, empowering you to align your investments with your retirement aspirations.**

Navigating the technical requirements and obligations of SMSFs can be intricate. At VCO, we partner with you to ensure all compliance requirements are met and fully understood. Our comprehensive services include:

- Preparation of Financial Statements
- Member Reporting
- Annual Returns
- Tax Lodgement
- Associated Minutes
- Audit Requirements



## Management Reporting

**Tracking of financial performance for strategic decision making is achieved through robust management reporting. Establishing unique metrics that tie into short and long-term operational roadmaps is an important element that complements sound management reporting.**

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Reporting key performance indicators to third-party stakeholders is increasingly essential for enhancing decision-making and supporting growth strategies.

At VCO, our team partners with businesses to customise their management and operational reporting needs. We ensure that your three-statement financials - profit and loss, balance sheet, and cash flow statement - are precisely tailored to reflect your business's growth and evolving operational environment.

## Financial Reporting

**Financial Reporting is a critical practice in understanding your business's bottom line and provides satisfaction to third party stakeholders like lenders and regulators when viewing your business through the lens of your financial accounts.**

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From annual reporting, to special purpose and general purpose financial reporting; setting up of reliable accounts from the outset creates meaningful efficiencies for your business. We can assist in producing financial reports in different contexts for a number of purposes, including and not limited to; shareholder reporting, banks and reporting bodies.

VCO have the experience and technical understanding to help you meet your financial reporting obligations and general reporting requirements.

Reporting requirements evolve as your business grows. From miscalculated payroll costs to identifying under/over claiming of GST; VCO can help you ensure your reporting remains compliant and accurate.



# Forecasting & Budgeting

“If you fail to plan, you’re planning to fail” – Benjamin Franklin.

**Businesses that forecast and budget to manage their operations often perform better than those who don’t.**

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**Whether you’re raising funds, forecasting for valuation purposes or require forward looking estimates for future planning; it is important to maintain dynamic, tight and dependable forecasting and budgeting processes.**

Planning requires reflection of current results and future growth opportunities. It also requires thoughtful assessment of downside scenarios and its affects on cash flow, profitability and the general state of accounts. Quantifying your business cycle allows you to foresee cash flow issues and get ahead of them before they become systemic. An agile and comprehensive forecasting model will allow your business to mitigate risk and pursue opportunities.

The team at VCO works closely with our clients to implement 3-way forecasting models. We help build a complete picture by combining profit and loss, cash flow and balance sheet with connected inputs, variables and scenarios.

We also assist in the annual budgeting process, using rolling forecasts with quarterly reviews and updates. These updates are designed to consider changing market conditions and internal operational changes.

## **How we help:**

- Assistance with Building a Generic or Tailored Financial Model for Your Business
- Dashboard, highlighting Key Performance Drivers
- KPI Measurement and Integration
- Discounted Cash Flow (DCF) and Valuation Integration



# Family Business Consulting & Succession Planning

Family businesses inherently contain unique and complex dynamic; which include but are not limited to inter-generational employees, a legacy brand synonymous with the founding family member and varying cultural differences.

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**The team at VCO work with family businesses to assist in shaping and developing a framework for successful handover and future success.**

Succession is not always thoughtfully planned out and research shows that the next generation is often not sufficiently prepared to take on the responsibilities for managing the next phase of the business.

Therefore, family business owners must devote resources and time in ensuring a systematic and effective transition.



# CFO Services & Finance Function

**Outsourcing the accounting function allows business owners to focus on driving the business in other areas.**

**Outsourcing to experts advances compliance, efficiency and the cost structure of an organisation.**

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**VCO has a team of experienced accounting and finance experts that help set up, refine and run finance functions for organisations.**

Key variables that support a successful symbiotic relationship with our clients:

- Linking Strategy with Financial Performance
- Financial Modelling
- Established Communication Lines
- Clear Deliverables and Timeframes
- Trust and Reliability
- Availability of Resources.
- Bookkeeping
- Treasury
- Finance Function
- Outsourcing Payroll
- Cloud Based Accounting Solutions

# Forensic Accounting & Business Valuation

**Forensic means “the application of scientific knowledge to legal problems.” It is to this standard that VCO conduct & reports its forensic assignments.**

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**Forensic accounting is a specialist area of accounting that assesses financial disputes and clarifies arrangements resulting from disagreements, litigation or commercial consideration. VCO has a highly technical accounting and business minded team with effective fact-finding skills.**

As forensic accountants, our aim is to translate complex data into understandable information, which provide our clients the insight they need to make critical decisions and obtain clarity on multi-layered arrangements.

The team at VCO has delivered assignments to a range of clients. Including but not limited to the legal profession, non-profits, SMEs and individuals. The VCO team are highly skilled and experienced in identifying and obtaining pertinent information and exploring the key financial issues impacting the situation being assessed. This is all done and reported on in a clear, concise and independent manner.

# Dispute Advisory & Investigations

**VCO investigate and obtain evidence on fraud, tracking of funds, theft of assets / cash and other general issues that require forensic inquiry.**

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**The impact to a business or individual from fraud and theft can be extensive, resulting in unmanageable risk, financial distress and reputational damage.**

Understanding the systemic implications to such situations as well regulatory landscape affecting the business and / or individual is key in conducting an effective investigation.

VCO draws upon our experience in accounting and tax to deliver high quality outcomes.



# Business Valuation

**From adhering to your tax obligations to buying or exiting a business, the use for and reason to conduct a business valuation is extensive.**

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Knowing the inherent value of your business or the business you wish to purchase is a fundamental step in planning. It helps guide your strategic direction and sets the marker for future growth. However, valuations can be subjective. It's critical you have a partner that understands the nuances that drive value, while being on the pulse with industry standards and norms.

Each valuation case is unique and contains its own variables that inform the methodology used. We take into account operational structure, size and sector as well as the nature of the business, long-term plans and growth prospects.

VCO draw on years of experience in applying each methodology and drafting expert witness reports.

**Typical scenarios where a valuation is relevant include:**

- Mergers and Acquisitions (M&A) Transactions
- Business Restructures
- Financial Reporting
- Fund Management
- Investment Analysis
- Management Buy-Out or Buy-In
- Net Asset Valuations
- Other Tax Compliance eg Capital Gains and Stamp Duty
- Public Takeover
- Related Party Transactions
- Shareholder Disputes
- Tax Consolidation

# Audit & Assurance

**VCO is a registered Company Auditor and experienced in the procedures necessary to ensure best business practice and corporate governance is being applied to your organisation.**

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**With irregularities that may impact the integrity of accounting and reporting systems, we ensure on providing transparent and reliable information to key personnel and collaborate on corrective action to avoid adverse risks. Depending on the landscape of the organisation our collaborative approach allows us to provide custom assurance services, adhering to audit requirements while aligning them with business targets.**

## **How we add value:**

- Regulatory Audit Reports
- Review Reports
- Agreed Upon Procedures
- Financial Reporting Advice
- External Audit
- Internal Audi
- Internal Controls Assessment & Reports



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#### **Disclaimer**

The information provided in this booklet has been compiled for your convenience to be used as a client guide when discussing business valuations. The information provided is purely factual in nature and does not take account of your personal objectives, situation or needs.

- (a) any investment decisions made on the basis of this information. This booklet does not constitute financial advice or taxation advice and should not be taken as such. VCO (Vlassis & Co) urges you to obtain professional advice before proceeding with any investment.
- (b) for any damages or losses whatsoever, arising out of, or in any way related to, this booklet.

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