

# CORPORATE PRESENTATION



**ARE YOU LOOKING FOR AN ACCOUNTANT OR A  
COOPERATIVE ACCOUNTING SERVICE?**

September 2022



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If you are looking for a thorough Accounting service, friendly and tailored to your real needs, you will find the right offer at Travemestra.

Our Team is dynamic and up-to-date, not only in Accounting, Tax and Contribution matters, but also in terms of having the best practices in Business Management and Other types of Entities.

We ensure the accuracy of tax and contributory declarations and obligations, but we seek to go even further than the legal impositions, providing a service of proximity and constant advice with the Entrepreneur and/or Decision Maker.

We rely on the best technological solutions and continuously invest in our increasingly specialized Team, with the main goal of producing accurate, timely and useful information for the Management of our Customers' entities.

We are looking forward to your Challenge! Contact us and get to know our Team and skills!





## WHO ARE WE?

Travemestra has been operating in the Accounting sector since 2002, with headquarters in the city of Castelo Branco since the beginning, and now with further expansion a branch in Lisbon. In terms of our geographic coverage, our company already has Customers in all Districts. Due to the significant intensification of the dematerializing cooperative processes between the Accounting service and the Entrepreneur, thus providing better conditions, we feel the location is now a minor matter when given the quality of this type of service.

Over the years, Travemestra has been investing in its Human Resources, specifically time and resources in careful recruitment processes, to select professionals with quality academic bases, combined with other types of highly important skills for the performance of the job, such as communication skills and/or motivation for permanent technical updating.

In addition to their skills at entry, the Travemestra Professional is immediately involved in continuing their training, on courses with the main training entities of reference in this sector.

The main goal is to promote a better service, through highly competent Professionals. As a result of this path, our Mission statement is:

Travemestra offers to provide Accounting services, with rigor, ethics and technical security, supporting closely and accommodating its customers individuality, through a structured team of motivated, up-to-date and professional employees.

With a team of around 40 people and customers from many assorted sectors of business and financial activities, we recognize that the development of our company is strengthened by the proactivity and professionalism of our Team, as well as the Trust that our esteemed Customers place in us, on a daily basis.

Finally, we believe that Technology and Digitization are not threats to the personalization and proximity between Accountant and Manager, on the contrary, we are focused on exploring the opportunities that may result from this "new way" of doing things: delivering more agile, faster, and more dynamic information, thus enhancing the real-time interaction of the Entrepreneur with the information of His Company/Organization. Thus providing you with the Information in the detail you need and value, plus in a language suited to your life, business and size.

If you identify with this attitude, we will be the right partners for you!



## OUR OFFER

### ACCOUNTING SERVICE

The provision of accounting services requires a deep and up-to-date knowledge of current legislation, this is only possible to guarantee with a committed and proactive team, regarding its updating.

The Information Systems structure, whether in terms of functionalities, or in terms of security and stability, are still preponderant for the provision of accurate, timely and dynamic information.

Over the years, we have sought to fine-tune the Team's methods, systems, and training models, and we remain dedicated and attentive to the best management practices in these areas.



We cultivate a close relationship with our Customers, seeking to deeply know their Businesses and the Sectors in which they operate.

In terms of the accounting service that we propose to give to you, we highlight:

- ✓ Accounting entry and information processing, on a monthly basis (regardless of the IRS/CIT/VAT regime);
- ✓ Salary processing;
- ✓ Treatment and management of reporting obligations (taxes and contributions);
- ✓ Monitoring in processes of:
  - Inspection (AT - Tax Authority; SS - Social Security; ACT - Authority for Work Conditions; ASAE - Authority for Food and Economic Security; Certifying Entities; Others);
  - Legal Audit Processes of Accounts (Statutory Auditors/Court of Auditors/Among Others);
  - Data preparation for submission of payment requests (to IFAP/IAPMEI/IEFP/Others);
  - Bank financing - treasury and investment (Monitoring the treatment of these financings with the Bank);
- ✓ Evaluation of Companies and Businesses;
- ✓ Production of Management Reports, which include year-end simulation, at least quarterly;
- ✓ Follow-up meetings, with the frequency considered necessary by the customer;
- ✓ Permanent monitoring in terms of Management and Taxation, namely:
  - Monthly simulation of closing accounts, reported to the last period accounted for;
  - Analysis of available tax incentives to maximize tax savings;
  - Analysis of exploration/contracting and investment incentives available at any given time.



## CONSULTING SERVICE

Travemestra, through its multidisciplinary team, is technically prepared to support the Entrepreneur in situations related to:

- ✓ company/business evaluation;
- ✓ analysis of the economic and financial feasibility of projects/companies;
- ✓ data preparation and management of applications for Investment Incentive Systems;
- ✓ data preparation and management of applications for Incentive Systems for the Operation and Treasury of companies;

Any of these services always requires permanently updated experience and knowledge, which are the main competitive advantages of Travemestra's offer and team.

Our company has already prepared and managed dozens of applications, with a high percentage of success, both in the approval phase and in the closing phase of the projects.

In terms of support and consulting for the implementation of activities, Travemestra can support you in analysing the risk and feasibility of your business initiative.

Over the last 20 years, we have had the opportunity to follow entrepreneurs from the most embryonic stage of their ideas, through the necessary support in the implementation and development phases, to the consolidation of activities.



As we have followed business projects in many varied sectors of society, we have concrete knowledge of the challenges that many of our customers have already overcome, therefore we are able to support you in mitigating the risks inherent to the development of a new company.



## ADMINISTRATIVE SERVICES

We know that administrative support is crucial for a productive and natural operation.

But we also know that certain entrepreneurs and SMEs don't have enough size or capacity/need to have in their staff someone dedicated to the management of these administrative tasks, this can have a strong impact on the Business.

Tasks such as data preparation and submission of proposals, invoices, issue of transport bills, receipts, check current accounts and manage collections... have you ever considered outsourcing these tasks and fully dedicating yourself to the Management of your business?

Travemestra, through a department dedicated to these types of tasks, can provide this service in total harmony and collaboration with You and your Team.

In our company you will find that Strategic Partner perfect for handling these matters.



## OUR CONTACTS

Are you interested in approaching your case with our Team of Accountants, Managers and Auditors?

Looking forward your contact and challenge:

Email: [info@travemestra.pt](mailto:info@travemestra.pt)

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