

Home Page

Stress-free business growth

Bookkeeping aids smart business decisions. However, managing payroll effectively requires specific skills and can be time-consuming.

This is where we come in to take away the stress, so you can have the freedom to focus on what you love, and run your business with ease.

Bookkeeping & Payroll

Scaling a business can be challenging for entrepreneurs as it comes with wearing different hats. Time is your most precious asset and being focused on your passion and expertise is needed to achieve growth seamlessly.

Our team of professional accountants will work with you to catch up backlogs and make your books ready for smooth and easy onboarding.

Your Back-Office Accounting Team

At EMCA Accounting, we operate as an extension of your back-office team providing bookkeeping and payroll services.

Our Process

We leverage on the advancement of modern accounting technology – cloud-based accounting and business software to serve you better. We work paperless and online to save costs and pass it directly to you.

EASY ONBOARDING

We assign you a passionate onboarding and client service manager as your primary contact. Each service manager represents your business and deals directly with our accounting team.

DOCUMENT SHARING

We sign you up with Hubdoc, which serves as your online filing cabinet. You can then scan or forward your invoices, receipts, and documents to your unique email account. We also work with other software.

MANAGEMENT REPORT

We review your documents and export your financial transactions to our cloud-based accounting software for further processing. We prepare and reconcile your GL accounts and email your financial reports.

About Us Page

We are a team of dedicated and experienced finance professionals, fueled by a passion for innovation and growth. Our team of accountants and client service managers is set up to serve small and medium enterprises with a client-centric mindset.

Our Tech Savvy Team

We leverage on the advancement of modern accounting technology – cloud-based accounting and business software to serve you better. We work paperless and online to save costs and pass it directly to you. Our services are charged at a flat monthly affordable price, so we eliminate surprises. Our tech-savvy team uses technology to the fullest to improve your accounting processes.

ONBOARDING

We assign you a passionate onboarding and client service manager as your primary contact. Each service manager represents your business and deals directly with our accounting team.

WE RECEIVE YOUR DOCUMENTS

We sign you up with Hubdoc, which serves as your online filing cabinet. You can then scan or forward your invoices, receipts, and documents to your unique email account. We also work with QuickBooks Online, Xero, Sage, and other software for seamless processing.

MANAGEMENT REPORT

We review your documents and export your financial transactions to our cloud-based accounting software for further processing. We prepare and reconcile your GL accounts and email your financial reports.

As your CRA representative, we process and remit your GST, PST, HST, and other provincial compliance requirements.

Our payroll specialists take care of your employees' wage processing and payments. We file and remit your periodic payroll deductions before due dates and process CRA wage subsidy (CEWS) and rent subsidy (CECRA)

Our global team works tirelessly to process your financial transactions into relevant monthly financial reports for quick decision-making.

Services Page

Bookkeeping & payroll are what we love to do. Let's jointly focus on our individual passion and expertise to scale your business. We operate as an extension of your team with an overall goal of growing your business.

Bookkeeping

Running a business successfully requires proper bookkeeping. It aids decision making and positions you for growth. Our dedicated accountants process your full-cycle bookkeeping, including bank and credit card reconciliations; we update your books and prepare relevant monthly, quarterly, and yearly financial reports and statements.

While working with us, all you need do is scan or forward your invoices, receipts, and documents to our online filing cabinet (Hubdoc) and we take it from there. We set up your accounting system, and update your books within 3 business days of receiving your documents. This gives you a quick overview of your financial records on time to make smart decisions.

Our Bookkeeping services include:

- Income statement
- Balance sheet
- Bank and credit card reconciliation
- Accounts receivable
- Accounts payable
- GL reconciliation

Payroll

Payroll legislation is constantly changing. CRA's new T4 reporting requirements, wage subsidy updates, and other rollouts can be quite tasking. Missing a remittance due date or reliefs could be costly for any business and should be avoided.

We process your payroll, direct deposit, wage subsidy, worksafeBC, EHT, year-end T4 filings, and remit your payroll deductions before due dates. All you need do is send us your periodic employees' timesheets and rates and we take care of the rest.

Our payroll specialists take care of your wage payments, issuing paystubs, ROEs, and yearly T4s. This will ease off the stress of payroll management and grant you more free-time.

Our Payroll services include:

- Paystubs
- ROEs
- T4 slips
- WorksafeBC
- EHT

Tax Services

We are your trusted partner and committed to your business growth. Come tax season, EMCA will get your financials ready for filing and refer you to one of our partners. You need not worry, as the transition will be seamless. Our partner will review your financial statements, and file your personal and business tax return to CRA.

Contact Us Page

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