



**MAVEN HAWK**

*A Keen Eye For Excellence*

**Solutions Tailored for the Future, Together**

Maven Hawk Management Consultants LLC was founded and incorporated by a group of qualified professionals. The company was set up with the objective of providing management consultancy services over a wide range of portfolios like Corporate Consulting, Accounting Advisory, Risk Management advisory, Transaction advisory, Tax and compliance services, Corporate Financing, Forensic Accounting, IT implementation and Business Transformation services etc.



**Fast and On-time Service**



**Tailored Approach**



**Cross-sector Expertise**



**Value for Money**

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**MAVEN HAWK  
MANAGEMENT  
CONSULTANTS LLC**

[www.mavhawk.com](http://www.mavhawk.com)

# Why MAVEN HAWK

- **Deep Industry Experience:** Highly skilled professionals with extensive expertise in different sectors, dedicated to understanding client needs and delivering lasting, effective solutions.
- **Consulting Expertise:** Leveraging expertise across diverse domains, we prioritize fostering strong client relationships, addressing their unique challenges, and delivering practical, impactful insights
- **Rapid Value Creation:** We strive to empower organizations to unlock their full potential and deliver value to all stakeholders.
- **Fast & on-time Service:** High quality services delivered on time using state of art technology tools & robust processes



## Accounting and Bookkeeping Services

- Customized Accounting Services
- Development of chart of accounts
- Pre-audit accounts updation
- MIS & Performance Reporting
- Financial Strength Analysis
- Budgeting and Forecasting
- Internal Auditing & Monthly Verifications
- Fixed Asset Verification
- Inventory Verification
- Accounting software selection



## Payroll services

- Define payroll policy & Leave Policies
- Maintaining Employee Master Files
- Maintain employee contracts
- Calculate statutory dues
- Maintain Employee Attendance and Leave
- Calculate employee benefits, deductions, and overtime
- Calculate Payroll
- Disburse Salary
- Generate Pay Slips



## VAT Registration and Filing

- VAT Registration Assistance
- Preparation and Submission of VAT Returns
- VAT Reconciliation and Reporting
- Advisory on VAT Implementation
- Input and Output VAT Calculations
- Handling VAT Refund Claims
- Audit Support for VAT Compliance
- Guidance on Record-Keeping Requirements
- Industry-Specific VAT Solutions



## Corporate Tax Registration and Filing

- Assistance with Corporate Tax Registration
- Compliance with Tax Regulations
- Preparation and Filing of Corporate Tax Returns
- Tax Planning/Advisory Services
- Review of Financial Records for Tax Accuracy
- Calculation of Taxable Income
- Handling Tax Refund Claims
- Industry-Specific Tax Solutions