



MTAMBO CHARTERED
ACCOUNTANTS

Proposal: Accurate, Compliant Financial Statement Preparation for Microlenders

Proposal: Accurate, Compliant Financial Statement Preparation for Microlenders
From: Mtambo Chartered Accountants (MCA)
To: Members of management

Dear Sir/Madam,

I hope this message finds you well.

We recognise the critical role microlenders play in expanding financial access to underserved communities in South Africa. With this comes a duty to uphold the regulatory requirements set out by the **National Credit Regulator (NCR)**—particularly the timely submission of **Annual Financial Statements (AFS)** and supporting compliance documentation.

At **Mtambo Chartered Accountants**, we offer specialised financial and compliance services tailored for microlenders. Our aim is to help your institution remain compliant, avoid penalties, and maintain credibility with regulators and stakeholders.

2. Our Services

We offer a complete compliance solution for microlenders, including:

Annual Financial Statements (AFS) Preparation

- Drafting and finalising AFS in accordance with IFRS for SMEs or relevant accounting frameworks
- Audit-ready formatting
- Submission support to the NCR or auditors

NCR Compliance Documentation

- Assistance with the compilation of the NCR Annual Compliance Report
- Support with Annual Report submissions and other statutory documents
- Ongoing advisory on NCR requirements

Additional Support (Optional)

- Bookkeeping and record clean-up prior to AFS preparation
 - Tax return submissions and company compliance (CIPC, SARS)
 - Monthly payroll, EMP201 submissions, and EMP501 reconciliations
-

3. Our Approach

1. **Initial Assessment:** We conduct a consultation to understand your business, review your records, and determine your compliance status.
2. **Data Collection & Preparation:** We gather the necessary financial data and prepare the AFS and any other required documents.
3. **Review & Finalisation:** We review everything with your team, make adjustments if needed, and submit the final documents.
4. **Ongoing Support:** We offer continued advisory and support to ensure you remain compliant throughout the year.

4. Fees and Deliverables

We offer our services at a **competitive fixed fee** of:

- **R10,000** per set of Annual Financial Statements
- **Additional services** (e.g., bookkeeping, payroll, or NCR compliance) are quoted based on your needs

Custom packages are available for microlenders requiring multiple services or ongoing support.

5. Why Choose Us

- **Qualified Experts:** Chartered Accountants with NCR and financial services experience
 - **Local & International Insight:** Global knowledge tailored to South African regulations
 - **Reliable & Professional:** Timely delivery, transparent pricing, and audit-ready results
-

6. Next Steps


We would be pleased to set up a short consultation to discuss your needs and how we can support your business. Please contact us at **admin@filemca.com/067 405 4232** to schedule a call or meeting.

Thank you for considering our services. We look forward to working with you.

Warm regards,

Mtambo Chartered Accountants (MCA)

 www.filemca.com

 067 405 4232