

# FINANCE SERVICES

Vital.org has a team of knowledgeable finance specialists, who have experience in serving more than 40 agencies from the public sector. We have the expertise to manage your finance processes efficiently and effectively.

As Vital.org takes care of your finance processes, you can focus on your core operations, taking your business to greater heights.






## OUR FINANCE SERVICES



Our scope of financial services can be separated into Payables and Receivables:

### Payables & Ledger




#### (1) Accounts Payables

-  Processing and Effecting Payments
-  Maintenance of Public Utilities Block Billing System Accounts (PUBBS)
-  Creation of Vendor Records

#### (2) Ledger Maintenance



-  Passing Journals to Cash Ledger & Full-Cost Ledger
-  Maintaining Chart-fields and Cost Centre Tree

#### (3) Roving Team

-  On-site at client's premises
-  Suitable for agencies with large volume of payments
-  Fast response during hectic Financial Year End Closing

### Receivables & Deposits

#### (1) Accounts Receivables



-  Billing and Collection
-  Accounting for Revenue Collections

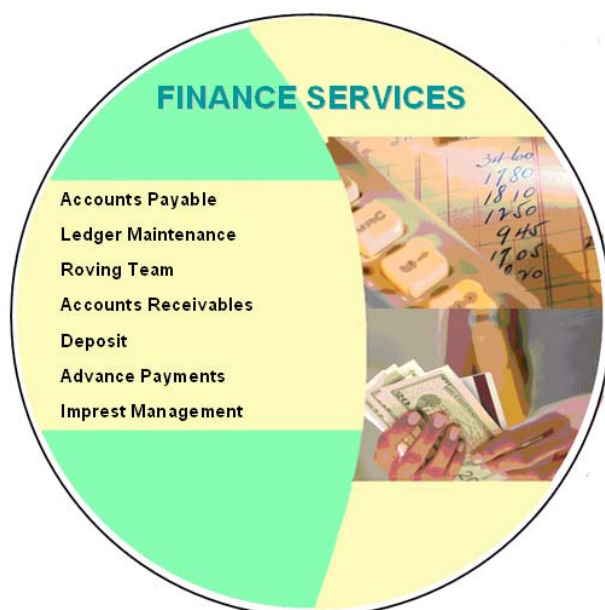
#### (2) Deposits

-  Accounting for Deposit Collections
-  Refunding of Deposits

#### (3) Imprest Management

#### (4) Advance Management

-  Processing Advance Requests
-  Recovery Advance Payments



## PUT YOUR MONEY IN GOOD HANDS

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Our Finance Services are designed to assist you to cope with everyday finance challenges.

You no longer need to worry about making wrong or late payments. Vital.org ensures accurate and timely processing of all your Finance transactions.



## BENEFITS OF OUR FINANCE SERVICES

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### Deliver Savings

- 🏠 Drive savings with economies of scale
- 🏠 Reduce manpower costs
- 🏠 Increase your employees' productivity by freeing them from routine transactions

### Expertise

- 🏠 Serving more than 40 public agencies, our specialists are knowledgeable in different kinds of payments & receipts
- 🏠 We put in place best practices for governance and stewardship across all public agencies
- 🏠 We provide suggestions on improving process efficiency

### Hassle Free Transition

- 🏠 We know the unique financial requirements of public sector organizations
- 🏠 We can build solutions that meet your unique needs
- 🏠 If you have large transaction volumes, make use of our Roving Team serving at your premises

### Confidentiality

- 🏠 We are particular and attentive to your confidential information
- 🏠 As a government department, your data will be transmitted and governed under a highly secured network when processed by Vital.org