MAJOKA ACCOUNTING LTD. | Your Trusted Partner Behind the Numbers

CORPORATE PROFILE

Accurate Books. Confident Decisions.

Cloud-Based Bookkeeping, Accounting & Tax Support for Businesses Across Canada 🇨🇦, USA 🇺🇸, UAE 🇦🇪, Australia 🇦🇺, Pakistan 🇵🇰, India 🇮🇳 & the UK 🇬🇧

Head Office: Surrey, British Columbia, Canada

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Letter from the Company

> *Every business owner we work with started the same way: with a plan, a product or a service worth building around, and very little time left over for the accounting behind it.*

That is the gap Majoka Accounting Ltd was built to close.

We are a cloud-based bookkeeping and accounting support firm, working with small and growing businesses across Canada, the United States, the United Kingdom, Australia, the UAE, Pakistan and India. Our role is straightforward: keep your financial records accurate, current and easy to understand, so that the decisions you make about your business are based on real numbers rather than guesswork.

We built the firm around remote delivery from the outset, not as a workaround but as the model itself. Secure document exchange, cloud accounting platforms and virtual meetings let us work closely with clients regardless of location, without the overhead — or the limitations — of a single physical office.

What we ask of ourselves is consistency: the same level of care on a routine monthly reconciliation as on a year-end file. We do not present ourselves as a substitute for your CPA or tax advisor; instead, we aim to be the reliable operational layer underneath them — the firm that keeps the books in order so that every other financial conversation you have is easier.

This profile outlines who we are, how we work, and what you can expect from a partnership with our team. We welcome the opportunity to discuss your business specifically and to show you, in practical terms, what accurate books can do for the way you run it.

The Majoka Accounting Ltd Team.

Company Overview

WHO WE ARE

Majoka Accounting Ltd is a bookkeeping and accounting support firm headquartered in Surrey, British Columbia, Canada. We work with small businesses, growing companies and professional practices that need dependable financial records but do not require — or do not yet need — a full in-house finance department.

We are not a CPA firm and do not provide audit or assurance services. Where clients need those services, or corporate and personal tax filing handled by a licensed accountant, we coordinate directly with their CPA or tax professional, contributing clean, reconciled records that make that work faster and less costly.

BUSINESS MODEL

The firm operates on a cloud-based, remote-delivery model. Client relationships run through virtual meetings, secure document exchange and cloud accounting platforms rather than in-person office visits. This structure removes geography as a constraint: a client in Vancouver, Texas or Dubai receives the same standard of service, on the same platforms, from the same team.

Paperless by design — A paperless workflow, from document intake through to financial reporting.

Cloud accounting — QuickBooks Online and Xero, kept current and reconciled on a set schedule.

Structured communication — Scheduled calls and written updates rather than ad hoc, hard-to-track exchanges.

Secure by default — Encrypted document exchange and access controls appropriate to financial data.

CORE STRENGTHS AND COMPANY PHILOSOPHY

Our strength is specialization. Because bookkeeping and accounting support is the entirety of what we do, our processes, our software expertise and our staff training are all built around doing that one thing well, rather than treating it as one service line among many.

Our philosophy is equally simple: financial records should be understandable to the person who owns the business, not just to the person who prepared them. We build our reporting and our client communication around that principle throughout.

Mission, Vision and Values

MISSION

To give business owners financial records they can rely on and understand, delivered through modern cloud technology and consistent, responsive service — so that time spent managing numbers is replaced with time spent growing the business.

VISION

To be the trusted long-term financial partner for small and growing businesses across every market we serve, known for accuracy, transparency and the kind of steady communication that makes clients comfortable handing over their books.

CORE VALUES

Integrity
Every entry, every reconciliation, every report is checked before it reaches a client.

Transparency
Clients see how their numbers were arrived at, not just the final figure.

Confidentiality
Financial data is treated as the sensitive information it is, at every stage of handling.

Accuracy
Records are reconciled to source documents, not approximated.

Professionalism
Processes, checklists and review stand behind the work, not individual memory.

Innovation
Cloud tools are adopted deliberately, when they genuinely improve accuracy or speed.

Long-Term Relationships
We aim to work with clients over years, not single engagements.

Accountability
When something is missed, we say so directly and correct it.

BUSINESS PRINCIPLES

We keep our engagements clearly scoped, our pricing understood upfront, and our reporting delivered on a schedule the client can plan around. We would rather decline work outside our scope of practice — audit, assurance, licensed tax representation — and refer it to the right professional than take it on without the appropriate credentials.

Why Choose Majoka Accounting Ltd.

Choosing a bookkeeping partner is, in practice, a decision about how much you will trust the numbers behind your own business. The reasons clients choose to work with us come down to a small number of concrete differences.

Platform Expertise

We are QuickBooks Online and Xero certified advisors, which means setup, migration and troubleshooting are handled by staff trained specifically on those platforms, not generalists working across a dozen systems.

A Specialist Firm

Bookkeeping and accounting support is our full focus. We are not a tax firm that also does bookkeeping on the side, or a general practice spreading attention across unrelated services.

Built for Cross-Border Business

A cloud-based, remote model means we can support clients across Canada, the US, the UK, Australia, the UAE, Pakistan and India without asking any of them to adapt to a single office's hours or location.

Transparent Pricing

Engagements are scoped and priced clearly before work begins, so there are no surprises in a monthly invoice.

Responsive Communication

Scheduled check-ins and clear turnaround times replace the uncertainty of not knowing when your books were last touched.

Clear Scope, Honestly Stated

We know where our services end. Where a client needs licensed tax representation or assurance work, we say so and work alongside their CPA rather than overstating what we do.

Complete Services Overview

Our services are organized around the practical stages of managing a business's finances: recording transactions accurately, processing payroll, supporting tax compliance, producing usable financial reports, and running the cloud accounting systems that tie it all together.

BOOKKEEPING AND RECORDS

Monthly bookkeeping, catch-up bookkeeping for businesses behind on their records, bank and credit card reconciliation, and organized expense tracking — the foundation that every other service builds on.

PAYROLL

Payroll processing set up correctly from the start, run on a consistent schedule, with records that reconcile cleanly to your books each period.

TAX COMPLIANCE SUPPORT

GST/HST and sales tax filing, and preparation support for corporate and personal tax filings, delivered in coordination with your CPA or tax preparer of record.

FINANCIAL REPORTING AND ANALYSIS

Financial statements, management reports and cash flow reporting that give you a clear read on the business, not just a compliance document filed away and forgotten.

CLOUD ACCOUNTING AND SOFTWARE

QuickBooks Online and Xero setup, migration and ongoing management, along with the supporting tools — Hubdoc, Dext and cloud collaboration platforms — that keep documents and data moving without manual re-entry.

BUSINESS FINANCIAL SUPPORT

Accounts payable and receivable management, year-end preparation, and general financial support for the day-to-day decisions that come up between formal reporting periods.

Detailed Service Solutions

BOOKKEEPING

Bookkeeping is where accuracy either gets built in or falls apart, so it is where we spend the most process discipline. Transactions are categorized on a consistent schedule, bank and credit card accounts are reconciled against statements rather than assumed correct, and any discrepancy is flagged and resolved before it compounds into a bigger problem at year-end. For businesses starting behind, catch-up bookkeeping brings historical records current in a structured, documented way rather than a rushed one.

PAYROLL

Payroll touches employees directly, so errors are not abstract — they show up in someone's paycheque. We set up payroll correctly against the applicable rules for the jurisdiction, run it on a fixed schedule, and reconcile payroll entries into the books each period so your financial statements and your payroll records never drift apart.

FINANCIAL REPORTING

Monthly and periodic financial statements and management reports are prepared to give you an honest picture of the business: what came in, what went out, and what that means for cash on hand. Reports are built to be read by the business owner, not just filed by an accountant.

CLOUD ACCOUNTING

We set up, migrate and manage QuickBooks Online and Xero environments, structuring the chart of accounts around how your business actually operates rather than a generic template. Once live, the system is maintained on an ongoing basis, not left to accumulate errors between check-ins.

TAX SUPPORT

We prepare and organize the financial records that tax filing depends on — GST/HST and sales tax filings, and the documentation behind corporate and personal tax preparation — working directly with your CPA or tax preparer so nothing gets lost in translation between bookkeeper and filer.

SOFTWARE SOLUTIONS

Beyond the core accounting platform, we implement Hubdoc and Dext for document capture, and Microsoft Excel and Google Workspace for reporting and collaboration, so your financial documents move through a connected system rather than sitting in scattered email threads.

Industries We Serve

Every industry brings a different rhythm to its bookkeeping — different revenue timing, different expense categories, different compliance points. We adjust our approach accordingly rather than applying one template across every client.

- **Professional services and law firms** — Trust accounting, client billing cycles and clean separation of operating and trust funds.
- **Medical clinics** — Insurance billing timing, medical supply expense tracking and clinic-specific reporting needs.
- **Construction companies** — Job costing, holdback and progress billing tracked against individual projects.
- **Real estate businesses** — Commission structures, trust deposits and transaction-based revenue recognition.
- **Restaurants and hospitality** — Daily cash and card reconciliation, tip reporting and tight-margin cost tracking.
- **Retail and e-commerce businesses** — Inventory-linked bookkeeping, COGS tracking and multi-channel sales reconciliation.
- **Marketing agencies and technology companies** — Recurring revenue recognition, contractor payments and project-based expense tracking.
- **Consultants and freelancers** — Freelance and consulting income tracking suited to variable, project-based cash flow.
- **Import and export companies** — Customs-related documentation, foreign currency transactions and cross-border cost tracking.
- **Trades** — Materials and subcontractor cost tracking against active jobs, matched to trade-specific invoicing patterns.
- **Non-profit organizations** — Fund accounting, donor tracking and reporting suited to grant and compliance requirements.

Our Process

A new client relationship follows the same structured path every time, so nothing depends on memory and nothing gets missed.

1. **DISCOVERY CALL**
We start with a conversation about your business — how it operates, what software you currently use, where your books stand today, and what you need from an accounting partner.

2. **FINANCIAL ASSESSMENT**
We review your existing records, accounts and any prior bookkeeping to understand exactly what state things are in and what work — if any — is needed to bring them current.

3. **ONBOARDING AND SOFTWARE SETUP**
We set up or migrate your cloud accounting platform, connect your bank feeds, and structure your chart of accounts around your specific business.

4. **ONGOING BOOKKEEPING AND REPORTING**
Transactions are categorized and reconciled on your agreed schedule, and financial reports are delivered on a set cadence — typically monthly.

5. **REGULAR CHECK-INS AND YEAR-END SUPPORT**
Scheduled reviews keep you informed of where things stand, and at year-end we prepare a clean, reconciled file ready to hand to your CPA or tax preparer.

Technology

CLOUD ACCOUNTING

QuickBooks Online and Xero form the core of every engagement, giving clients real-time access to their own numbers rather than waiting on a periodic export.

DIGITAL WORKFLOW

Documents move through Hubdoc and Dext for capture, and Microsoft Excel and Google Workspace for reporting and collaboration — an entirely paperless path from receipt to reconciled entry.

SECURITY AND CONFIDENTIALITY

Financial data is handled through secure, access-controlled document exchange rather than unsecured email attachments. Access to client files is limited to the staff actually working on that account, and confidentiality is treated as a baseline requirement, not an add-on.

REMOTE COLLABORATION

Virtual meetings and shared cloud dashboards replace the need for in-person office visits, so distance from our Surrey, BC headquarters has no bearing on the quality or speed of service a client receives.

SOFTWARE STACK

QuickBooks Online & Xero
Core accounting platforms

Hubdoc & Dext
Document capture & data extraction

Microsoft Excel
Financial analysis & custom reporting

Google Workspace
Communication & file sharing

Business Benefits

For most small and growing businesses, the choice is not between outsourced bookkeeping and a perfect in-house department — it is between outsourced bookkeeping and no dedicated bookkeeping function at all. The comparison below reflects that practical reality.

CONSIDERATION	IN-HOUSE BOOKKEEPER	MAJOKA ACCOUNTING LTD.
Cost structure	Salary, benefits and training regardless of workload.	Scaled to the work actually required.
Coverage	Single point of failure during leave or turnover.	Team-based coverage, no single point of failure.
Software expertise	Limited to one person's training.	Certified across QuickBooks Online and Xero.
Scalability	Requires hiring as the business grows.	Scales with the business without a hiring process.
Backup and continuity	Records tied to one individual's records and habits.	Documented processes independent of any one person.

Outsourcing the bookkeeping function does not remove the need for financial oversight — it removes the burden of performing the mechanical work yourself, so that oversight is based on clean, current numbers rather than whatever could be pulled together before a deadline.

NO HIRING OVERHEAD

TEAM-BASED COVERAGE

DUAL-PLATFORM CERTIFIED

Why Clients Trust Us

Trust in a bookkeeping relationship is built the same way in every business: through consistency, clear communication and follow-through, repeated over time.

Reliability — Deadlines and check-in schedules are set at the outset and kept — clients know when to expect their reports, not left to ask.

Responsiveness — Questions are answered directly, in plain terms, rather than deferred or buried in jargon.

Clear communication — Clients understand what a number means and where it came from, not just what the total says.

Long-term orientation — We aim to work with clients across years and multiple growth stages, adjusting the service as the business changes rather than treating each period as a standalone engagement.

Professionalism backed by process — Standing on QuickBooks Online and Xero certification, and on a firm structured around bookkeeping specifically, rather than general claims about expertise.

We do not publish client testimonials or case studies that cannot be verified, and we would rather earn that kind of endorsement over time than manufacture it in advance.

RELIABILITY

RESPONSIVE

CLEAR NUMBERS

LONG-TERM

CERTIFIED

Frequently Asked Questions

Do you replace my accountant or CPA?

No. We are a bookkeeping and accounting support firm, not a CPA firm, and we do not provide audit or assurance services. We handle the ongoing bookkeeping and reporting, and work directly with your CPA or tax preparer on filings and any work that requires a licensed professional.

What accounting software do you use?

We work primarily in QuickBooks Online and Xero, and are certified advisors on both platforms. We also use Hubdoc and Dext for document capture, and Microsoft Excel and Google Workspace for reporting and collaboration.

How do you keep our financial data secure?

All document exchange runs through secure, access-controlled channels rather than unsecured email. Access to client files is limited to the staff working directly on that account, and confidentiality is treated as a standard requirement of the engagement, not an optional add-on.

Can you work with businesses outside Canada?

Yes. Our remote delivery model supports clients across Canada, the United States, the United Kingdom, Australia, the UAE, Pakistan and India, using the same platforms and communication standards regardless of location.

How does remote bookkeeping actually work day to day?

Bank feeds connect directly into your cloud accounting platform, documents are captured through Hubdoc or Dext, and our team reconciles and categorizes transactions on your agreed schedule. Updates and reports are delivered through scheduled calls and written summaries.

What's included in monthly bookkeeping?

Transaction categorization, bank and credit card reconciliation, and a monthly financial report. The specific scope is confirmed with each client during onboarding so expectations are clear from the start.

Do you handle payroll?

Yes, payroll processing is one of our core services, set up against the applicable jurisdiction's requirements and reconciled into your books each pay period.

How do we get started?

The process begins with a discovery call to understand your business and current records, followed by a financial assessment and onboarding onto your cloud accounting platform.

Global Service Locations

Because delivery is cloud-based, our service is not limited to businesses near our Surrey, British Columbia headquarters. Our head office and regional offices across seven markets are listed below.

Canada/USA Toll-Free: +1-866-574-4885 | **Canada/USA Fax:** +1-236-800-0418

🇨🇦 Head Office — Canada

15689 106A Avenue, Surrey, BC Canada V4N 1K3
Calls: +1-604-243-3322 | **WhatsApp:** +1-672-324-2000
Email: contact@majokaaccounting.com

🇦🇪 Dubai, UAE Office

Dubai Investment Park-2,
P.O. Box 566900, Dubai, UAE
Phone: +971-58-641-2054
Email: contact@majokaaccounting.com
Hours: Sun–Thu, 9:00 AM–5:00 PM GST

🇵🇰 Pakistan Office

Model Town B,
Bahawalpur, Punjab, Pakistan
Phone: +92-329-399-5786
Email: contact@majokaaccounting.com
Hours: Mon–Fri, 9:00 AM–5:00 PM PKT

🇦🇺 Australia Office

35 Aitape Crescent,
Whalan NSW 2770, Australia
Phone: +61 426 913 556
Email: contact@majokaaccounting.com
Hours: Mon–Fri, 9:00 AM–5:00 PM AEST

🇬🇧 United Kingdom Office

39 Scott Avenue, Penn,
Wolverhampton, West Midlands WV4 4HJ, England
Email: contact@majokaaccounting.com
Hours: Mon–Fri, 9:00 AM–5:00 PM GMT

🇮🇳 India Office

Ghantaghar, Kumar City Mall,
Bahraich, Uttar Pradesh 271801, India
Email: contact@majokaaccounting.com
Hours: Mon–Sat, 10:00 AM–6:00 PM IST

Across every market, the model is the same: cloud accounting platforms, secure document exchange and scheduled virtual meetings, giving each client consistent service regardless of time zone.

Looking Ahead

The tools available for bookkeeping and financial reporting continue to change, and we intend to keep pace with that deliberately rather than reactively — adopting new cloud accounting capabilities when they genuinely improve accuracy or turnaround time for clients, not simply because they are new.

Our focus going forward remains the same as it is today: building financial records that business owners can trust, and building the kind of long-term relationships where a client's accounting partner is someone they rarely have to think about, because the books are always current, always reconciled, and always ready when needed.

As we grow across our current markets and, over time, into new ones, that standard is what we intend to carry forward.

DELIBERATE INNOVATION

New tools adopted only when they genuinely improve accuracy or speed

LONG-TERM TRUST

Relationships that span years and multiple growth stages

STEADY GROWTH

Measured by client trust, not size alone

> *Measured less by size and more by whether clients continue to trust us with their numbers year after year.*

Contact Information

Accurate books are not a project you finish once — they are a standard you maintain. If your business needs a bookkeeping and accounting partner that treats it that way, we would welcome the conversation.

SCHEDULE A CONSULTATION

Reach out through any of the channels below to arrange an introductory call. We will walk through your current setup, answer your questions directly, and outline what working together would look like in practical terms — no pressure, and no obligation.

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