

## Our Mission



Above Limited was started to address a need in the market for professional services to help companies and individuals to successfully compete in this very difficult time.

### The world today is changing...

Increased competition is driving the need to differentiate yourself from your competitors.

Smaller capital budgets are increasing the focus on price resulting in the need to reduce cost to stay competitive.

**Are you** spending time and key resources to get the financial and accounting information you need to make the necessary decisions? Focus on your business area and outsource those functions that lay outside of your primary business.

**Are you** paying for a full time resource to get part time expertise? You could benefit from consulting expertise on demand which costs you only when you use it. No overhead cost to recruit and maintain a full time resource when you only utilize the specialized knowledge part time.

**Does your** presentation to the market presently address ROI and your value proposition? Focus your message on the market place concerns to ensure that it is on target and effective. Return on Investment and value for money are heard more often all the time.

**Do your** business communications (proposals, presentation, brochures, user documentation, web-site) meet or exceed the expectation of your market? Do your standards exceed those of your competitors?

**Does your** message to the market clearly answer the concerns of your target customers, present your strengths effectively and obviously differentiate you from your competitors?

**Does your** current business strategy effectively address the current economic conditions in your market? The game has changed, has your approach?

## Who is Above Limited

Above Limited has a primary goal of assisting our clients to stand above their competition and effectively capture business in the new realities of today's economy and markets. We provide business consulting services in the areas of Finance and Accounting, Business Communications and Development, Business Management and Infrastructure Management.

We are a group of senior consultants with extensive experience in both international corporate and SME business environments. Based in Hong Kong, we are able to assist companies with operations throughout the Asia Pacific region and particularly those engaged in business with North America and Europe.

### What can Above Limited do for you?

We provide a full range of business consulting services in the areas of Finance and Accounting, Business Communications and Development, Business Management and Infrastructure Management.

### Why Above Limited?

Having many years of experience working with both Asian and Western business environments of both corporate and SME's, we are able to effectively bridge the two business cultures. Working at the interface provides us with an insight into the business perspectives of both groups. Extensive experience in the international corporate as well as start-up and SME environment gives us a unique understanding of the expectations and differences of large international companies as well as those companies looking to become large.

Please refer to our [services description](#) to review details of the business consulting services that Above Limited can provide your company.

## Contact Information

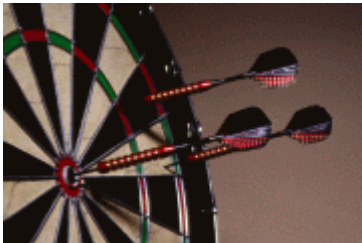
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## Business Communications



Helping you to convey a high impact, effective and professional message that meets or exceed your target audiences' expectations

### The written word...

The impact of your communications is maximized when the writing standard is high, is clear and the image of your company is enhanced.

- ✓ Proposal writing, editing or rewrite
- ✓ Generation, editing or rewrite of material (English and Chinese) for external communications
- ✓ Brochures
- ✓ Presentation packages
- ✓ Newsletters
- ✓ Press Releases
- ✓ Reports
- ✓ Correspondence
- ✓ Printed material production services including printing and distribution

### The spoken word...

- ✓ Presenter (native English or Chinese speakers)
- ✓ Translator
- ✓ English and/or Chinese presentations
- ✓ Facilities booking
- ✓ Event planning and coordination
- ✓ Training in English or Mandarin by native speakers

## Internet Services

Your market and customers, local or international, reach out to you through the internet. You can now present your company to the world.

- ✓ Website hosting, creation and ongoing updates
- ✓ Email newsletter creation and distribution
- ✓ Mailing List Services
- ✓ Identification of candidates
- ✓ creation and maintenance of mailing list databases
- ✓ mail distribution either white mail or email.

## Business Development

- ✓ Development of Business Plans

## First Person Presence

- ✓ Local presence or representation for overseas companies on a retainer or as required basis
- ✓ First person visit to potential customers for presentation of your company and/or products
- ✓ Local point of contact for inquires
- ✓ Local account management for existing customers
- ✓ Development of localized material for presentation to the local market

## Research

- ✓ Information Collection Services based on specified requirements.
- ✓ Competitor analysis
- ✓ Product information
- ✓ Market survey
- ✓ Resources or services identification

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## Finance & Accounting Services



Most companies would see a cost reduction from outsourcing accounting services and benefit from a higher standard of Finance & Accounting services.

### Accounting Services

- ✓ Bookkeeping – prepare full set of accounting books and records.
- ✓ Preparation of periodic and annual financial statements, cash flow reports, budgets and forecast.
- ✓ Selection and installation of accounting software.

### Taxation

- ✓ Tax compliance and tax planning.

### Company Secretarial Services

- ✓ Formation of HK and offshore companies with on-going secretarial services.

### Business Consultancy

- ✓ Internal audit and operation review.
- ✓ Financial analysis, evaluation of financial ratio and data with the objective to improve business performance and efficiency.

## Business Advisory Services – PRC

- ✓ Set up operations in PRC – prepare required documents for application, seek various government approvals and handle various business registrations with the local authorities.
- ✓ Accounting services – bookkeeping and preparation of annual and periodic financial reports.
- ✓ Tax advisory – PRC tax compliance services and tax consultations.
- ✓ Trademark/patent registrations.

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## IT Infrastructure



IT is a tool that is intended to support your business. It should not divert your attention from your business goals and objectives.

### Right Sizing

Determining what and how much is required to meet your business goals

- ✓ Requirements Analysis
- ✓ Selection of appropriate software/hardware
- ✓ Security review

### Implementation

Management of the changes to your IT infrastructure to minimize any disruption to your normal operations

- ✓ Project planning and management
- ✓ Integration with existing IT structure
- ✓ New installation and upgrade implementation

### Support

Ensuring the smooth operation and maximizing the results of your IT infrastructure

- ✓ On-going Maintenance Support
- ✓ Technical support
- ✓ User Support
- ✓ User Training
- ✓ Security

## Tools

The building blocks of your infrastructure form the foundation.

- ✓ In-house or Hosted servers
- ✓ email server
- ✓ web server
- ✓ file server
- ✓ fax server
- ✓ print server
- ✓ LAN / WAN (multiple offices, HK/China)
- ✓ Business Telephone
- ✓ IVR (Interactive Voice Response)
- ✓ Voice-over-IP (VoIP)
- ✓ VPN for secure remote access

## Applications

Providing applications expertise to meet the unique requirements of your business or helping you to gain a competitive edge through your information management

- ✓ Enterprise Resources Planning (ERP)
- ✓ Contact Management (CM)
- ✓ Knowledge Management (KM)
- ✓ e-Business (Products and Services website with ordering)
- ✓ Sales Force Automation (SFA)
- ✓ Call Center

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