

Change Media International, Inc./AREWA24, LLC is looking for a part-time Accounting consultant to set up and manage accounting system and transactions and advise on the following:

AREWA24 LOCAL NIGERIA LIMITED CORPORATE SUBSIDIARY - STATEMENT OF WORK

- * Maintain Quickbooks for expenditures and periodic analyses from Quickbooks; and conduct monthly and/or quarterly reconciliations and soft closes
- * Prepare basic quarterly financial reports (simple Balance Sheet, P&L and Cash Flow) for AREWA24 local Nigerian Ltd and in coordination with AREWA24, LLC-U.S. finance/accounting team and outside CPA firm.
- * Create basic accounting system and process for incoming Naira-based advertising revenues when advertising is booked (or flighted on the channel), accounted for and invoiced funds received.
- * Work closely with AREWA24 local (Nigerian) and outside legal counsel (U.S.) and with AREWA24 tax/CPA firm to create a straightforward corporate Tax Plan. Goal is to balance expenses against revenues in the proper corporate entity (AREWA24, LLC-U.S. for example).
- * Advise on local tax exposure, VAT and other local accounting policies
- * Prepare and file annual tax reports as a wholly-owned Nigerian subsidiary Ltd of AREWA24, LLC-U.S.
- * Assist as needed AREWA24, LLC-U.S. in preparing for and responding to annual independent audit.
- * Advise President of AREWA24, LLC-U.S. on general Accounting/Finance best practices, on managing local accounts and tax planning. Assist as needed in preparing AREWA24-LLC-U.S. or an affiliate entity in preparing for a private equity raise.

PRICING: Please quote an average per-month retainer requirement or hourly billing rate. We anticipate that this accounting/planning/advisory service will require 35 hours per month over the next 8 months or so with a good chance of increasing requirements after that.