

BNCMC

NETWORK LTD

To the attention of
Chief Executive Officer
Operations Director
Human Resources Director

Nicosia, 5 December 2018

Ref: Confidential document for Association

Dear Associates,

We would like to take this chance and provide you an association opportunity. Our aim is to conclude upon such a professional agreement that realizes as benefits' resource for your business. Fundamental principle for us is to offer high quality consulting services so as to harvest full investment return.

Fundamental principle for us is to provide high quality consulting services. Quality based upon three fundamental parameters; trust-confidentiality, honesty and objectivity. Fundamental pillars, professional due care, integrity and competency so that our services fully respond to our clients' requirements.

We anticipate to create client the respective quality service value so as to harvest full investment return. Our approach is steered through the strategic philosophy we set and surely upon client needs. We always built upon continuous and constructive communication as well upon timely and accurate information given by the client.

Who are we;

As the chief executive officer of BNCMC Network Ltd, and as an industry professional I hold membership to the following professional bodies: ICPAC, FCCA (Association of Chartered Certified Accountants), IIA (Institute of Internal Auditors) and ACFE (Association of Certified Fraud Examiners) associate, hold MSc in Finance and Banking, BSc in Applied Accounting and entitled to use the designatory letters C.A.T., as an ACCA Certified Accounting Technician.



P.O.Box 20895,
1664 Nicosia, Cyprus
Tel.+357 99240253,
Email: bnc@bncmc.com Web site: www.bncmc.com

Skills, competencies and expertise gained through several year of service related to industries such as imports, customs and clearance and storage, trade transactions in retail and wholesale, manufacturing over food and building materials, statutory audits and consulting services mostly over internal and financial management, internal processes and internal control review and furthermore software systems set up and implementation, list that has not been exclusive.

We aim to deliver our clients, services at the highest professional level and such effective solutions in the areas of

- Financial Statements Reporting preparation
 - Group Consolidated Financial Statements preparation, inclusive intercompany accounts reconciliation
 - Support and help your accounting function to get prepared for the independent audit review and ensure data completeness and accuracy
 - Management Reporting
- Do consider that to promote accuracy and timely response support is needed upon issues such as:
- Data accuracy entered into accounting system
 - Accounting function efficiency
 - Alignment of accounting function with your business strategies
- Prepare and explain financial or non-financial metrics and KPIs
 - Assist in the preparation of Financial and Budget Planning
 - Internal quality control system review, amendment and monitoring
 - Internal quality reporting system setup, development and alignment across the organization
 - Assist upon corporate compliance
 - Review transactions and prepare VAT for submission
 - Reconcile accounts with suppliers or third parties
 - Feasibility study and implementation if appropriately, of cash flow management
 - Support and assist upon debtors and creditors management
 - Provide assistance on further projects you may require and eligible to do so either by our firm or by our professional network

This is a proposed engagement towards your organization, that is governed by trust-confidentiality and provides all the advantages and benefits of the services offered by professionals of the industry.

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Primarily, I would like to thank you for the time and attention given. To continue, I would like to note that we anticipate to meet your expectations and we really look forward to an upcoming collaboration. And to conclude, kindly accept in advance my truthful appreciations.

Sincerely,
On behalf of
BNCMC Network Ltd

A handwritten signature in blue ink that reads "Maria Antoniou". The signature is written on a white, rounded rectangular background that has a slight shadow, giving it a 3D effect.

Maria Antoniou
Chief Executive Officer

CONFIDENTIAL