Are you in need of financial advice about your business but cannot afford an accountant?
Chartered Accountants Voluntary Advice (CAVA) is a free, confidential, independent and national organisation that provides advice to business people who cannot afford to pay for an accountant.

CAVA is supported by a panel of a number of highly experienced and qualified chartered accountants.

It is the only voluntary service of its kind in Ireland that puts people, who are in severe financial distress, in contact with a network of leading business advisors.

CAVA is a service from Chartered Accountants Ireland and operates without any external or Government funding.

If you think you need the help of an accountant, please contact your local MABS or Citizens Information Service to arrange appointment.

Note: Chartered Accountants Ireland and CAVA are not liable for any loss suffered from their advice given.

ABOUT CAVA
Your CAVA Volunteer, who is a Chartered Accountant, will:
• do their best to give you useful and correct advice in relation to your business affairs

Your CAVA Volunteer will not:
• carry out an audit of your business (or your company, if any) and will assume no responsibility or liability in relation to any audit.

NOTES FOR YOU
• For ID purposes, you will provide your CAVA volunteer with a copy of your passport or driver’s license and a current utility bill at your first meeting with them.
• You are responsible for providing complete, relevant and honest information to CAVA.
• You are responsible for filing your own tax returns on a timely basis
• Any meetings between the CAVA volunteer and you will take place in either a MABS or Citizen Information Centre office, as appropriate.

Specialist Advice
Your CAVA volunteer may recommend that you need specialist advice in a certain area. Your CAVA volunteer will explain the help you need but will not recommend any particular specialist to you. When contacting such specialists you should establish in advance if you will be charged a fee, and if so, how much.

You will not be billed by the CAVA Volunteer in respect of any work done for you or your business under the terms of this engagement.
Citizens Information and MABS are here to advise you and make a referral to CAVA as appropriate:

**Your CAVA volunteer can advise on:**
- Filing your tax returns?
- Preparing your accounts?
- Dealing with your creditors?
- Business Debt?
- Other business queries?

Please contact your local office at: