

Guayaquil, 21 de noviembre del 2017

Señores  
SUPERINTENDENCIA DE COMPAÑÍAS Y SEGUROS  
Ciudad.

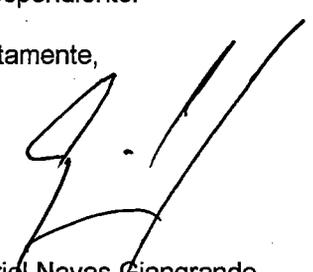
De mis consideraciones:

Habiéndose hecho una verificación en la página web de vuestra institución, se detectó un error en la participación accionarial de los distintos socios de la compañía INVERANDES S.A., con expediente No. 41479, ya que como ustedes podrán comprobar mediante comunicación de septiembre 22 del presente año, se reportaron las cesiones de 8.000 acciones a favor de la Srta. Ing. Stephanie Navas Rhor y 8.000 acciones a la Srta. Bianca Navas Rhor, quedando la distribución accionarial de la siguiente manera:

Gabriel Navas Giangrande	4.000 acciones
Ing. Stephanie Navas Rhor	8.000 acciones
Bianca Navas Rhor	8.000 acciones

Particular que pongo en vuestro conocimiento, para que se proceda con la rectificación correspondiente.

Atentamente,

  
Gabriel Navas Giangrande  
Gerente General



22 NOV 2017

  
Sr. Alejandro León

N° TRAMITE: 88600-0041-17  
DOCUMENTO: Solicitud de trámite  
22/11/17 5.1.1

1911

1911

7-2017-12441

## **GABRIEL NAVAS GIANGRANDE**

Guayaquil, septiembre 22 del 2017

Señores  
**INVERANDES S.A.**  
Ciudad.

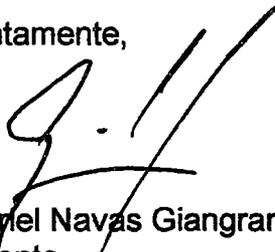
De mis consideraciones:

Por medio de la presente les informo que con fecha 20 de septiembre del presente año, he procedido a inscribir en el Libro de Acciones y Accionistas de la compañía, las siguientes transferencias de acciones:

<b>CEDENTE</b>	<b>CESIONARIO</b>	<b>ACCIONES CEDIDAS</b>
Gabriel Navas Giangrande	Ing. Stephanie Navas Rhor	8.000
Gabriel Navas Giangrande	Bianca Navas Rhor	8.000

Particular que comunico para los fines pertinentes.

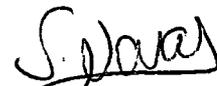
Atentamente,



Gabriel Navas Giangrande  
Cedente



Stephanie Rhor de Navas  
Cónyuge



Ing. Stephanie Navas Rhor  
Cesionario



Bianca Navas Rhor  
Cesionario

1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all data is entered correctly and that the system is regularly updated.

3. The second part of the document outlines the various methods used to collect and analyze data.

4. This section provides a detailed overview of the different types of data and how they are processed.



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

Furthermore, it is noted that regular audits are essential to identify any discrepancies or errors early on. By conducting these checks frequently, the organization can prevent small mistakes from escalating into larger financial issues.

In addition, the document highlights the need for clear communication between all departments involved in the financial process. This includes the accounting team, management, and external auditors. Keeping everyone informed helps to build trust and ensures that all parties are working towards the same goals.

The second section of the document provides a detailed overview of the current financial status. It includes a summary of the budget for the current period and compares it against actual performance. This analysis shows that while there have been some variances, overall the organization is staying within its financial parameters.

Key areas of focus include the management of operating expenses and the optimization of resource allocation. It is suggested that certain non-essential services be reviewed for potential cost savings. Additionally, the document outlines strategies for improving cash flow and reducing the accounts receivable cycle.

Finally, the document concludes with a set of recommendations for the upcoming period. These include strengthening internal controls, enhancing the accuracy of financial reporting, and continuing to foster a culture of financial responsibility throughout the organization.





**REPUBLICA DEL ECUADOR**  
 DIRECCIÓN GENERAL DE REGISTRO CIVIL  
 IDENTIFICACIÓN Y CEDULACIÓN

**N. 090952922-4**

CEDULA DE CIUDADANIA  
 APELLIDOS Y NOMBRES  
**RHOR ALARCON STEPHANIE CHRISTIANNE**  
 LUGAR DE NACIMIENTO  
**GUAYAS**  
 BOLIVAR /SAGRARIO/  
 FECHA DE NACIMIENTO **1970-07-07**  
 NACIONALIDAD **ECUATORIANA**  
 SEXO **F**  
 ESTADO CIVIL **CASADO**  
**GABRIEL ALEJANDRO NAVAS GIANGRANDE**




INSTRUCCIÓN **BACHILLERATO** PROFESIÓN / OCUPACIÓN **ESTUDIANTE**

APELLIDOS Y NOMBRES DEL PADRE  
**RHOR SEGARRA LUIS ALBERTO**  
 APELLIDOS Y NOMBRES DE LA MADRE  
**ALARCON HIDROVO ISABEL**  
 LUGAR Y FECHA DE EXPEDICIÓN  
**GUAYAQUIL**  
**2016-07-01**  
 FECHA DE EXPIRACIÓN  
**2026-07-01**

EZ343M222

001018M2

  
 DIRECTOR GENERAL  
  
 REGISTRAR GENERAL

**CERTIFICADO DE VOTACIÓN**  
 ELECCIONES GENERALES 2017  
 7 DE ABRIL 2017

**026** JUNTA No.  
**026 - 008** NÚMERO  
**0909529224** CEDULA

**RHOR ALARCON STEPHANIE CHRISTIANNE**  
 APELLIDOS Y NOMBRES

GUAYAS PROVINCIA  
 SAMBORONDON CANTÓN  
 LA PUNTILLA (SATELITE) PARROQUIA

CIRCUNSCRIPCIÓN: 3  
 ZONA: 1




1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing reliable information to stakeholders.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps from initial entry to final review, ensuring that all necessary information is captured and verified.

3. The third part of the document addresses the challenges associated with record-keeping. It identifies common pitfalls and offers practical solutions to ensure the accuracy and integrity of the data.

4. The fourth part of the document discusses the role of technology in modern record-keeping. It highlights how digital tools can streamline the process and reduce the risk of human error.

5. The fifth part of the document concludes by summarizing the key points and reiterating the importance of diligent record-keeping for long-term success.

**REPUBLICA DEL ECUADOR**  
 DIRECCIÓN GENERAL DE REGISTRO CIVIL  
 IDENTIFICACIÓN Y CEDULACIÓN



CEDULA DE: **092243686-0**  
**CIUDADANIA**  
 APELLIDOS Y NOMBRES: **NAVAS RHOR BIANCA ANTONELLA**  
 LUGAR DE NACIMIENTO: **GUAYAS GUAYAQUIL**  
**PEDRO CARBO / CONCEPCION**  
 FECHA DE NACIMIENTO: **1996-01-18**  
 NACIONALIDAD: **ECUATORIANA**  
 SEXO: **F**  
 ESTADO CIVIL: **SOLTERA**



INSTRUCCIÓN: **BACHILLERATO**      PROFESIÓN / OCUPACIÓN: **ESTUDIANTE**      V4443M242

APELLIDOS Y NOMBRES DEL PADRE: **NAVAS GIANGRANDE GABRIEL ALEJANDRO**  
 APELLIDOS Y NOMBRES DE LA MADRE: **RHOR ALARCON STEPHANIE CHRISTIANNE**

LUGAR Y FECHA DE EXPEDICIÓN: **GUAYAQUIL 2014-02-25**  
 FECHA DE EXPIRACIÓN: **2024-02-25**

*[Signature]*      *[Signature]*  
 DIRECTOR GENERAL      FIRMA DEL CEDULADO



**CERTIFICADO DE VOTACIÓN**  
 ELECCIONES GENERALES 2017  
 2 DE ABRIL 2017

**021**      **021 - 218**      **0922436860**  
 JUNTA No      NUMERO      CEDULA

**NAVAS RHOR BIANCA ANTONELLA**  
 APELLIDOS Y NOMBRES



GUAYAS      CIRCUNSCRIPCIÓN: 3  
 PROVINCIA  
 SAMBORONDON      ZONA: 1  
 CANTÓN  
 LA PUNTILLA (SATELITE)  
 PARROQUIA



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes recording both income and expenses, as well as any transfers between accounts.

In addition, the document highlights the need for regular reconciliation of bank statements with the company's internal records. This process helps to identify any discrepancies early on and allows for prompt investigation and correction. It also ensures that the company's records are up-to-date and accurate at all times.

Furthermore, the document stresses the importance of proper documentation for all transactions. This includes retaining receipts, invoices, and other supporting documents for a sufficient period of time. These documents are essential for verifying the accuracy of the records and for providing evidence in the event of an audit or legal dispute.

Finally, the document concludes by reiterating the importance of transparency and accountability in financial reporting. It encourages the company to maintain open communication with its stakeholders and to provide clear and concise information about its financial performance. This approach not only builds trust but also helps to ensure the long-term success of the organization.