

## Ireland Turnkey Solution Invoice

Our Client's name

Company Reg. No.: 201623711R

Our Client's address

Date: Wednesday, May 29, 2019

Invoice No: 2019 – 10 – 003p

Professional services rendered (without travel)	Notes	Year 1 €	Year 2 €
Ireland <a href="#">shelf company</a> fees (without travel)	1.	2,900	1,700
Ireland company <a href="#">secretary and legal registered office</a> fees	2.	1,200	1,200
Estimate Ireland <a href="#">Government registration</a> fees	3.	270	150
Ireland corporate <a href="#">bank account</a> (without travel)	4.	4,950	0
Corporate <a href="#">structure changes</a> including new sole bank signatory	5.	3,250	0
Estimate of annual <a href="#">accounting and tax fees</a>	6.	0	2,500
<b>Total</b> Healy Consultants Group PLC fees payable this week	7.	<b>12,570</b>	0
Estimate of total Healy Consultants Group PLC fees payable after 12 months	8.		<b>5,550</b>

**Note:** this invoice needs to be tailored for each Client. The above services and fees represent the average requirements of our Clients. I recommend you carefully read the notes below to confirm and understand all services required by your Firm, eliminating the risk of unwanted fee surprises during the engagement;

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### Notes to invoice above

1. Healy Consultants Group PLC's fees to supply our Client an Ireland shelf company together with all Government fees paid up to date. The company is dormant since incorporation in 2015 and Mr. [Aidan Healy](#) is the sole shareholder and director and sole bank signatory;

These fees also include our time to efficiently and effectively project manage and timely complete our Clients' engagement. Including [timely project manage](#) our Clients' engagement including **i)** time taken with our Clients to agree the optimum corporate structure, while legally minimising global taxation; **ii)** devising a strategy to complete the engagement without our Client travelling; and **iii)** finding solutions to [challenges that occur](#) throughout the engagement. Healy Consultants Group PLC never gives up until we complete the engagement, regardless of the complexities or obstacles presented by banks and Governments;

All [engagement fees](#) are agreed and paid up front and agree to the fees published on our country web pages. Consequently, there are no hidden fees or surprises or ambushes throughout the engagement. All engagement deadlines are agreed up front in the form of [a detailed project plan](#), mapping out deliverables by week throughout the engagement term;



2. In accordance with the [Ireland Companies Act](#), each Ireland Company must appoint a company secretary, who may be a natural person or a body corporate, but the company secretary must be resident in Ireland. Healy Consultants Group PLC will be the legal Ireland Company Secretary and our annual responsibilities include **i)** preparing and filing the legal annual return; **ii)** securely maintaining company records; **iii)** liaising with the Ireland government on our Client's behalf; **iv)** legal filing of changes of company structure; and **v)** reminding our Client of statutory deadlines;

In accordance with the [Ireland Companies Act](#), an Ireland onshore company shall as from the date of its incorporation have a legal registered office in Ireland, to which all official Government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants Group PLC Ireland business office will be the registered office address for your Ireland Company. Thereafter, this address will be used to receive government correspondence including **i)** tax letters; **ii)** notice of the legal annual return; and **iii)** all government communications. Most of our Clients wish to place [Healy Consultants Group PLC's office address](#) on invoices, contracts, websites and business cards;

3. This fee is an estimate of Government costs payable during your Firm's engagement. All Government fee payments will be supported by original receipts. Examples of Government costs include **i)** changing the directors and shareholders; **ii)** updating the company's share capital with the [Companies Registration Office](#) (CRO); and **iii)** registering for corporate tax (if required);
4. Our Client will be appointed as the new sole bank signatory to the already approved [Ireland corporate bank account](#) without our Client needing to travel. It is a time-consuming task, and Healy Consultants will shelter our Client from the associated administrative challenges. As you can appreciate, it is a difficult task to obtain bank approval when shareholders and directors and bank signatories reside overseas. Healy Consultants Group PLC will prepare a business plan for the bank to optimize the probability of new bank signatory approval;

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Depending on the business and nationality of our Client, there is a 10% probability the banks will request a bank signatory to travel for a one-hour bank interview. Healy Consultants Group PLC will try its best to negotiate with the bank for a travel exemption. If our Client must travel to Ireland for corporate bank account opening, Healy Consultants Group PLC will refund our Client €950;

The name of the already approved corporate bank account is that of the existing ready-made company. The shelf company name can be changed including the business activity of the company. If our Clients wishes to change the shelf company name, the bank will request some new forms to be signed by Aidan Healy and our Client, without your travel;

It is important our Client is aware Healy Consultants will only change the bank signatory after 100% of our Client due diligence documentation is received by courier. Only after the sole bank signatory is legally changed to our Client, can you remit funds into the corporate bank account. I recommend you read [this web page \(click link\)](#) to re-familiarize yourself with the detailed corporate restructuring process and timeframe, including **i)** changing bank signatory; **ii)** shareholders and directors; and **iii)** company name and business activity;



The banks enjoys ultimate power of approval of corporate bank account applications. Consequently, guaranteed success is outside of Healy Consultants' control. What is inside our control is the preparation and submission of a high quality bank application that maximizes the likelihood of approval;

Global banks continue to tighten corporate bank account opening procedures, their internal compliance departments completing more thorough due diligence of Clients. Consequently, our Clients should expect the bank account approval period to take up to 4 weeks. Furthermore, global banks now require evidence of proof of business in the country where the corporate bank account will be, including sales contracts or lease agreement;

Realistically and so you can plan your business, our Clients' will be able to log into e-banking within 7 weeks from the time Healy Consultants Group PLC supplies the corporate bank account number to you, as outlined in the following table:

Task	Time	Comment
Our Client signs the bank forms to appoint themselves as sole bank signatory and courier returns to Healy Consultants Group PLC Singapore office;	Week 1	Our Client will need to visit their local bank branch to witness their signature;

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<p>Healy Consultants Group PLC will provide full disclosure to international banks re <b>i)</b> the change in company business; <b>ii)</b> the expected bank inflows and outflows; <b>iii)</b> change of shareholders and directors; and <b>iv)</b> change of beneficial owners. The banks' internal Legal and Compliance Department need to complete their detailed due diligence procedures;</p>	<p>Week 2</p>	<p>Depending on our Client business and nationality, there is a 25% probability the bank will reject the appointment of the new bank signatory;</p>
<p>The bank legally approves the new bank signatory. Depending on our Client's nationality and the nature of their business, the banks may take up to 4 weeks to approve and change the new bank signatory of the existing corporate bank account.</p>	<p>Week 4</p>	<p>The bank Legal and Compliance Department complete their internal detailed due diligence and mail Healy Consultants Group PLC a formal letter confirming our Client is the sole bank signatory</p>
<p>The bank couriers the new e-banking tokens to Healy Consultants Group PLC office we immediately activate internet banking on our Clients' behalf.</p>	<p>Week 6</p>	<p>It takes two weeks for the bank system to generate the new passwords and tokens for the new bank signatory. Usually our Clients' asks us the activate on their behalf</p>
<p>Healy Consultants Group PLC activates e-banking and sends a courier to our Client preferred address.</p>	<p>Week 7</p>	<p>It usually takes 4 days for a courier to reach our Client. Usually our Client rings us to guide them to login to e-banking to insert their own preferred usernames and passwords</p>
<p>Healy Consultants Group PLC legally changes the company name (if required). Our Client will need to sign bank forms and courier return to us.</p>	<p>Week 9</p>	<p>Healy Consultants Group PLC informs the bank to change the company name on the corporate bank account</p>
<p>Healy Consultants informs the bank of the new company business activity, including expected cash inflows and outflows. Our Client will need to sign bank forms.</p>	<p>Week 11</p>	<p>Healy Consultants informs the bank of the new shareholders and directors and beneficial owners</p>
<p>Healy Consultants Group PLC appoints our Clients' preferred shareholders and directors to the shelf company.</p>	<p>Week 13</p>	<p>We will email our Client and the bank an extract of the Ireland CRO</p>
<p>Healy Consultants Group PLC couriers our Client a complete company kit comprising original corporate documents.</p>	<p>Week 14</p>	<p>The Client engagement is complete</p>

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5. This fee is Healy Consultants Group PLC professional fee to assist our Client to change **i)** the company name and business activity; **ii)** the director and company shareholder and **iii)** the bank signatory. It is a time-consuming task; Healy Consultants Group PLC will shelter our Client from the administrative challenges. This is the hardest part of the engagement;

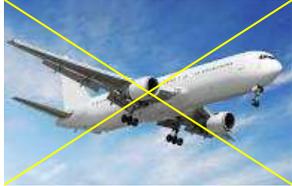
Every second day during the engagement, we email our Client a [detailed email engagement status update](#). Our Client is immediately informed of engagement problems together with solutions. Your dedicated engagement manager is reachable by phone, skype, live chat and email and will communicate in your preferred language;

6. For an active trading company, these [accounting and tax](#) fees are an estimate of Healy Consultants Group PLC'S fees to efficiently and effectively discharge your annual company accounting, and tax obligations. Following receipt of a set of draft accounting numbers from your company, Healy Consultants Group PLC will more accurately advise accounting and tax fees. For a dormant company, Healy Consultants Group PLC's fees are only €950;



7. All fees quoted in this invoice correspond to fees quoted on Healy Consultants Group PLC's [business](#) website. Please review this invoice carefully to identify errors. During the rush of a business day, it is possible Healy Consultants Group PLC inadvertently made fee calculation errors, typing errors or omitted services or omitted historic fee payments from Clients. In the unfortunate event you identify invoice errors, please revert to me directly re the same. I apologize in advance if I or my staff made invoice errors;
8. Assuming our Clients' re-engage Healy Consultants Group PLC, this fee is an estimate of the fees payable next year, 12 months after the date of company registration this year;
9. The fees quoted in this invoice are a prediction of the fees required to efficiently and effectively complete this engagement in a timely manner. If during the engagement Healy Consultants Group PLC realizes that the project is more complex than anticipated, requiring a large additional investment of time, my Firm will revert to request additional fees;
10. Our Client will pay for all third-party fees relating to legalization and translation of personal and company documents;
11. In accordance with the [Ireland Companies Act](#), there is no minimum issued share capital required for an Ireland limited liability company;
12. If our Client requires nominee services, Healy Consultants Group PLC fee for corporate nominee shareholder amounts to €1,800 per annum. Our fee for a non-resident individual nominee director or individual shareholder amounts to €3,600 per annum. Our fee for a country resident director or resident shareholder amounts to €1,800 per annum;
13. If your Firm requires temporary shared office service from Healy Consultants Group PLC, our one-time fee is €1,450. The monthly rent thereafter will be paid independently and directly to the landlord by our Client. An estimate of such a rental for a space of 10 sq. m. for one employee is €1,800 per month;
14. If required, Healy Consultants Group PLC will assist our Client apply for an Irish business license required for his specific business activity, Healy Consultants Group PLC one-time fee for this service is €950;

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15. If our Client and Healy Consultants Group PLC properly plan this engagement, our Clients will **not** have to travel to complete the project. Healy Consultants Group PLC will efficiently, effectively and aggressively complete company registration and corporate bank account opening in a timely manner without our Client's presence. Instead, our Client will need to **i)** sign the necessary documents and have these legalized in the Irish Embassy in their country of origin; and **ii)** courier the originals to Healy Consultants Group PLC's office;
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16. In accordance with [EU VAT Law](#), an Irish company is obliged to register for VAT if annual sales exceed €55,000 or is expected to exceed €55,000 in any calendar year. Healy Consultants Group PLC will be happy to assist you with VAT registration for a onetime fee of €850;
17. As stipulated on our [business website](#) and in section 3 of our engagement letter, Healy Consultants Group PLC will only commence the engagement following **i)** settlement of our fees and **ii)** completion and signing of our legal engagement letter;
18. If required, Healy Consultants Group PLC will be pleased to assist your firm secure employee visa approvals. Our fee is €4,950 per person and includes preparation of a quality visa application and submitting to the correct immigration officers. The Government enjoys ultimate power of approval of visas. Consequently, guaranteed success is outside of Healy Consultants Group PLC's control. What is inside our control is the preparation and submission of a high-quality immigration visa application that maximizes the likelihood of visa approval;
19. Monthly, and annual Government tax obligations include **i)** monthly payroll reporting; **ii)** bi-monthly VAT filing and **iii)** annual corporation tax return filing. If you need our help, Healy Consultants Group PLC can complete the Government reporting for a monthly fee of €1,600. Healy Consultants Group PLC monthly support will include **i)** receive in Dropbox the monthly invoices from our client; **ii)** label monthly bank statement transactions; **iii)** preparation and submission of VAT returns; **iv)** monitor monthly profit levels to minimize annual tax and **v)** submission of monthly employee payroll reporting;
20. During the engagement, shareholders and directors' documents may need to be translated into the local language; before the Government and Bank approves change in the company structure and corporate bank account signatories respectively. Consequently, our Client should budget for possible additional translation and embassy attestation fees. Either our Client or Healy Consultants Group PLC can complete this administrative task;
- As always, Healy Consultants Group PLC will negotiate with all third parties to eliminate or reduce additional engagement costs. For transparency purposes, all third-party fee payments will be supported by original receipts and invoices. Examples of possible third-party payments include **i)** embassy fees; **ii)** notary public costs; and **iii)** official translator fees;
21. To assist our Clients minimize Forex costs, we offer the payment in SG\$, Euro, Pound or US\$. Kindly let me know in which currency your Firm prefers settling our fees and I will send an updated invoice, thank you;
22. Healy Consultants Group PLC will only incorporate your company after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group PLC will only open a corporate bank account after 100% of the Client's original due diligence documentation is received by courier;

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23. During the annual renewal engagement with our Client, our in-house [Legal and Compliance Department](#) reviews the quality and completeness of our Client file. Consequently, Healy Consultants Group PLC may revert to our Client to ask for more up to date [due diligence documentation](#);
24. Some of our Clients engage Healy Consultants Group PLC to [recruit](#) local employees. We have a lot of experience in this area and we are quite skilled at securing quality candidates for our Clients;

Thank you for your business and we look forward to working closely with you over the coming weeks as we [project manage](#) your Ireland business set up engagement.

Best regards

*Aidan Healy*

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Aidan Healy

[Business owner](#)

Healy Consultants Group PLC

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### **Document and Attachments**

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