

Steps	Week
Healy Consultants' Compliance Team receives the required corporate and personal due diligence information from our Client;	1
Our Client signs Healy Consultants' engagement letter and returns the original to our Singapore Head Office. The Client pays for the shelf company and corporate bank account;	1
Healy Consultants provides our Client with i) a company name and number ii) a company office address iii) a Lithuanian corporate bank account number and iv) a Lithuanian tax ID. Our Client can inform customers and suppliers;	1
Our Client confirms by email the planned corporate structure and emails the required due diligence;	2
Our Client signs legal documents appointing new directors and shareholders and changing the bank signatory. Our Client changes the Internet banking username and passwords;	3
Healy Consultants' Company Secretary Team in Lithuania translates, notarizes and submits transfer documents to the Centre of Registers for processing. The Lithuanian Registry approves the change of company ownership application and emails Healy Consultants proof of the same;	4
Healy Consultants submits the change of bank signatory documents to the Lithuanian bank;	4
Healy Consultants then emails our Client i) the certificate of incorporation and ii) the M&AA with the new shareholders and directors;	5
To change the bank signatory, there is a 15% probability that our Client must travel to meet the bank in Lithuania. If the bank signatory is already a customer of the bank, then there is a 95% probability a travel exemption will be granted. As always, Healy Consultants will aggressively negotiate a travel exemption for our Client, asking the bank to just perform a Skype or phone conversation with the bank signatory. Depending on the Client's nationality, sometimes we are successful and our Client does not have to travel to Lithuania.	5
The bank approves the appointment of the new signatory and our Client has total control of the corporate bank account;	6

Steps	Week
The bank will courier new internet banking documents (login, password etc) to our Client;	8
Our Client receives a courier from the bank comprising new internet banking information. The new bank signatory activates the internet banking;	9
Healy Consultants will courier a complete engagement completion package to our Client including i) company kit containing original Lithuania corporate documents and ii) Healy Consultants' Customer Satisfaction Survey.	10