



# Healy Consultants



## Brunei Turnkey Solution Invoice

Client to provide

Company Reg. No.: 921530

Address to be provided

Date: Tuesday, January 19, 2016

Invoice No: 2014 – 10 – 003z

Professional services for Brunei turnkey solution (without travel)	Notes	Year 1 US\$	Year 2 US\$
Brunei <a href="#">IBC shelf LLC company fees</a> (without travel)	1.	5,950	1,150
Company <a href="#">secretary and legal registered office</a> fees	2.	1,100	1,100
Already approved Singapore <a href="#">corporate bank account</a> (without travel)	3.	2,950	0
Corporate structure changes including new bank signatory	4.	2,850	0
Singapore bank charges payable by bank signatory	5.	2,000	0
<b>Total Healy Consultants fees payable this month</b>	<b>6.</b>	<b>14,850</b>	0
Estimate of total Healy Consultants fees payable after 12 months	<b>7.</b>		<b>2,250</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 within the attached draft invoices 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' fees to supply our Client a Brunei shelf company together with all Government fees paid up to date. The company is dormant since incorporation and [Mr. Aidan Healy \(click link\)](#) is the sole shareholder and sole director and sole bank signatory. These fees also include our time [timely project manage](#) (click link) 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 **iii)** finding solutions to [challenges that occur](#) throughout the engagement. Healy Consultants never gives up until we complete the engagement, regardless of the complexities or obstacles presented by banks and Governments;

All [engagement fees](#) (click link) 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.



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;

2. In accordance with the constitution of [Brunei Darussalam and the International Business Company Order 2000](#), each Brunei IBC company must appoint a company secretary, who may be a natural person or a body corporate, but the company secretary must be resident in Brunei. Healy Consultants will act as your Brunei Company Secretary, for which our annual responsibilities include **i)** preparation and filing of the annual return; **ii)** securely maintaining company records; **iii)** liaising with the Brunei Government on behalf of our Client; **iv)** legal filing of changes of company structure; and **v)** ensuring company record compliance with local company law;

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In accordance with [Brunei Darussalam and the International Business Company Order 2000](#), an Brunei IBC shall as from the date of its incorporation have a legal registered office in Brunei, to which all official government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants' Brunei office will be the registered office address for your company. Thereafter, this address will be used to receive government correspondence including i) notice of the annual return; and ii) notice of government audits. Most of our Clients wish to place Healy Consultants' office address on invoices, contracts, websites and business cards;

3. Our Client will be appointed as the new bank signatory to the already approved [ANZ Singapore \(click link\)](#) corporate bank account. It is a time consuming task, Healy Consultants will shelter our Client from the administrative challenges. As you can appreciate, it is a difficult task to change bank signatory when shareholders and directors and bank signatories reside overseas. Healy Consultants will prepare a business plan for the bank to optimize the probability of approval of all amendments to the corporate bank account. Depending on the business and nationality of the Client, there is a 20% probability the Singapore bank will request the new bank signatory to travel for a one hour bank interview. Healy Consultants will try its best to negotiate with the bank for a travel exemption. If our Client must travel to Singapore for addition of bank signatory, Healy Consultants will refund our Client US\$850;

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 travel;



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 signatory application that maximizes the likelihood of approval. To date, we enjoy a 100% approval record because of [our global banking relationships](#) and determination;

Global banks continue to tighten corporate bank signatory procedures, their internal compliance departments completing more thorough due diligence of Clients. Consequently, our Clients should

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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;

If our Client is not comfortable with only a Singapore corporate bank account, Healy Consultants will be pleased to open [an international corporate bank account](#) (click link) outside of Singapore. Examples include New York, Germany, Liechtenstein, Austria, Bulgaria, South Africa, Australia, London, South America or Dubai. All banks will be top tier banks in these countries with excellent internet banking services. Example of our global banking partners include HSBC , Standard Chartered Bank, Citibank, Barclays, ABN Amro, Bank of China, ANZ bank, Standard Bank, UBS;

4. This fee is Healy Consultants professional fee to assist our Client to change **i)** the ready-made company name and business activity **ii)** the company shareholder and director and **iii)** the bank signatory. It is a time consuming task, Healy Consultants will shelter our Client from the administrative challenges. This is the hardest part of the engagement;
5. This cost includes **i)** bank account opening fees levied by ANZ Singapore for a foreign company. Unfortunately, ANZ will not waive this administrative despite our long standing business relationship. Refer to attached adobe file to view evidence of this ANZ fee:



Double click on the attachment included here!

6. All fees quoted in this invoice correspond to fees quoted on Healy Consultants' [business website](#). Please review this invoice carefully to identify errors. During the rush of the business day, it is possible Healy Consultants inadvertently made fee calculation errors, typing errors or omitted services. 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;
7. Assuming our Clients' re-engage Healy Consultants, this fee is an estimate of the fees payable next year, 12 months after the date of company registration this year;
8. Healy Consultants [guarantees our](#) Clients a timely, complete turnkey solution or your money back;

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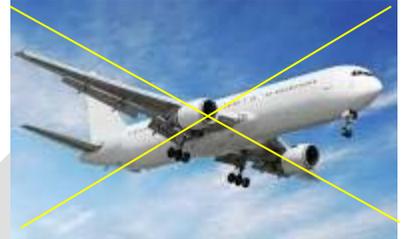


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9. If our Client and Healy Consultants properly plan this engagement, our Clients' will **not** have to travel during this engagement. Healy Consultants will efficiently and effectively and aggressively complete company registration and corporate bank account opening in a timely manner without our Client presence. Instead, our Client will need to **i)** sign and get documents legalized in the embassy in their country of origin and **ii)** courier the originals to Healy Consultants office;



10. In accordance with [Brunei Company Law](#), there is no minimum share capital requirements for a Brunei offshore company;

11. If our Client requires nominee [services \(click link\)](#), Healy Consultants will be pleased to assist. Our fee for professional, passive nominee corporate shareholder amounts to US\$2,100 per annum. Our fee to be both nominee director and shareholder amounts to US\$6,600 per annum. Being the sole shareholders and sole director of a Client's company exposes Healy Consultants to reputation, litigation and financial risk;

12. During the engagement, shareholders and directors documents may need to be translated into the local language before the Government and Bank approves company registration and corporate bank account opening respectively. Consequently, our Client should budget for possible additional translation and embassy atestation fees. Either our Client or Healy Consultants can complete this administrative task;

As always, Healy Consultants 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 **iii)** official translator fees;

13. 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;

14. As stipulated on our [business website](#) and in section 3 of our engagement letter, Healy Consultants will only commence the engagement following **i)** settlement of our fees and **ii)** completion and signing of our legal engagement letter;

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15. Healy Consultants will only change the corporate structure after 75% of [due diligence documentation](#) is received by email. Healy Consultants will only change the bank signatory after 100% of Client original due diligence documentation is received by courier;
16. It is important our Clients' are aware of their personal and corporate tax obligations in their country of residence and domicile; and they will fulfil those obligations annually. Let us know if you need Healy Consultants help to clarify your local and international annual tax reporting obligations.
17. To efficiently and effectively complete your engagement in a timely manner, we recommend your Firm transfers these funds to Healy Consultants corporate bank account. Thereafter, our Incorporation and Banking Team will aggressively advance your engagement, providing your Firm daily feedback as to engagement status. I would be grateful if you email us the bank transfer advice slip to enable my Accounting Department to accurately and timely identify bank receipts.

Thank you for your business and we look forward to working closely with you over the coming weeks as we engineer your Brunei offshore corporate structure.

Best regards,

*Aidan Healy*

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Aidan Healy

Managing Director

Healy Consultants Group

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[www.healyconsultants.com](http://www.healyconsultants.com)