



Ukraine Turnkey Solution Fee Invoice

Client to provide

Company Reg. No.: 921530

Address to be provided

Date: Tuesday, October 20, 2015

Invoice No: 2013 – 008 –014

Professional services for Ukraine turnkey solution (without travel)	Notes	Year 1 €	Year 2 €
Ukraine ready-made company acquisition fees (without travel)	1.	4,400	1,200
Company secretary and legal registered office fees	2.	1,100	1,100
Ukraine resident director fees	3.	4,950	4,950
Estimate of Government fees	4.	750	0
Already approved corporate bank account (without travel)	5.	1,850	0
Corporate structure changes including bank signatory	6.	1,550	0
Estimate of annual accounting and tax fees	7.	0	2,300
Total Healy Consultants fees	8.	14,600	0
Estimate of total Healy Consultants fees payable after 12 months	9.		9,550

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. This cost includes Healy Consultants fees to efficiently and effectively project manage our Clients engagement **i)** without our Client travelling and **ii)** our Client sending one courier to us. This fee also includes the time taken with our Clients to agree the optimum corporate structure, while legally minimising global taxation.

Healy Consultants' fees to efficiently and effectively project manage our Clients' engagement to a timely completion, including **i)** devising a strategy to complete the engagement without our Client travelling; **iii)** finding solutions to [challenges that occur](#) throughout the engagement; and **iv)** detailed weekly email engagement status updates to our Client. 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 Ukraine Law, each Company must appoint a company secretary, who may be a natural person or a body corporate. Healy Consultants will be the legal Company Secretary and our annual responsibilities include **i)** preparation and filing of the legal Annual Return **ii)** securely maintain company records and chop **iii)** liaise with the Singapore Government on behalf of our Client and **iv)** legal filing of changes of company structure;

In accordance with Ukraine Companies Act, a Company shall as from the date of its incorporation have a legal registered office in Ukraine, to which all official Government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants Ukraine business office will be the registered office address for your Ukraine Company. Thereafter, this address will be used to receive Government correspondence including **a)** Annual Tax Return **b)** Notice of changes in Ukraine Company Law **c)** Notice of liquidation of company.

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3. In accordance with the Ukraine Companies Act, each Ukraine Company must appoint a director, who may be a natural person or a body corporate, but the director must be resident in Ukraine. Healy Consultants will be the legal Ukraine Company Director and our annual responsibilities include **i)** preparation and filing of the legal Annual Return **ii)** securely maintain company records and chop **iii)** liaise with the Ukraine Government on behalf of our Client and **iv)** legal filing of changes of company structure.
4. This fee is an estimate of Government costs payable during your Firm's engagement. All Government fee payments will be supported by original receipts and invoices. Examples of Government costs include **i)** reserving the company name with the local authorities **ii)** preparation of company deeds and articles of association **iii)** paying the Chamber of Commerce fee **iv)** notarises all company transfer documents in Ukraine and **iv)** filing of change of corporate structure application to the Registrar;
5. Healy Consultants will be pleased to appoint a new bank signatory to an existing Ukraine corporate bank account. 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 account approval, when shareholders and directors and bank signatories reside overseas. There is a 10% probability the banks will request a 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 Healy Consultants will refund our Client €950;

The name of the already approved corporate bank account is that of the existing ready-made company. To maintain the corporate bank account, the shelf company name cannot be changed. Consequently, our Client must use the existing name of the shelf company for their customers. The business activity of the company is allowed to change. If our Clients wishes to change the shelf company name, the bank will request a new corporate bank account opening application under the new company name;

If our Client is not comfortable with only an Germany's corporate bank account, Healy Consultants will be pleased to open [an international corporate bank account](#) (click link) outside of Germany. Examples include New York, Australia, Liechtenstein, Austria, Bulgaria, South Africa, Singapore, 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, Commerz bank, Bank of China, ANZ bank, Standard Bank, UBS, Credit Suisse;

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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. To date, we enjoy a 100% approval record because of [our global banking relationships](#) and determination.

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;

6. This fee is Healy Consultants professional fee to assist our Client to change **i)** the ready-made company name; **ii)** the legal registered office address; **iii)** the director and company shareholder and **iv)** 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;
7. These accounting and tax fees are an estimate of Healy Consultants fees to efficiently and effectively discharge your annual company accounting and tax obligations. Following receipt of a set of draft accounting numbers from your Ukraine company, Healy Consultants will more accurately advise accounting and tax fees;
8. All fees quoted in this invoice correspond to fees quoted on Healy consultant's [business website](#). Please regarding view this invoice carefully to identify errors. During the rush of a business day, it is possible Healy Consultants 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;
9. The fees quoted in this invoice are an average of the fees of a typical Ukrainian engagement. Government fees and procedures vary by industry and by company. Healy Consultants can only provide a tailored fee quotation after agreeing our Client's specific corporate structure and strategy. If during the engagement, Healy Consultants finds that change of ready-made structure and bank signatory is more complex than anticipated, requiring a larger investment of time than standard cases, Healy Consultants reserves the right to request additional fees;

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10. If our Client requires nominee services, Healy Consultants will be pleased to assist. Our fee for corporate nominee director or shareholder amounts to €1,800 per annum. Our fee for a non-resident individual nominee director or shareholder amounts to €3,600 per annum. Our fee for a Ukraine resident director or shareholder amounts to US\$4,950 per annum. When appointing a nominee Healy Consultants collects a refundable deposit of €1,100 per nominee;
11. If required, Healy Consultants will be pleased to assist your firm obtain business visa approvals. Our fee is €3,950 per person and includes preparation of a quality visa application and submitting to the correct Government immigration officers. The Government enjoys ultimate power of approval of visa applications. Consequently, guaranteed success is outside of Healy Consultants 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. To date, we enjoy a 100% approval record;
12. In accordance with VAT Law, it is compulsory for companies that deal with commerce or services that are subject to VAT in Ukraine to register for VAT. Healy Consultants will be happy to assist you with VAT registration for a onetime fee of €750;
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;
15. Healy Consultants will only change the ready-made company structure after 75% of [due diligence documentation](#) is received by email. Healy Consultants will only change the existing corporate bank account signatory after 100% of Client 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. Let us know if you need Healy Consultants help to clarify your local and international annual tax reporting obligations;

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

Best regards,

Aidan Healy

Aidan Healy
Managing Director
Healy Consultants Group

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