

Oman Turnkey Solution Company Invoice

Client's name

Address to be provided

Date: Friday, August 23, 2019

Invoice No: 2019- 08 – 003z

Professional services for Oman Turnkey Solution (without travel)	Notes	Year 1 US\$	Year 2 US\$
Oman shelf company fees (without travel)	1.	8,300	1,500
Assistance to locate office premises in Oman	2.	950	0
Already approved Oman corporate bank account	3.	4,950	0
Corporate structure changes including new bank signatory	4.	7,420	0
Estimate of annual accounting, audit and tax fees	5.	0	4,950
Total Healy Consultants Group PLC fees payable this month	6.	21,620	0
Fee payable to the 55% shareholder (OMR25,000) for the transfer	7.	65,000	
Estimate of total Healy Consultants Group PLC fees payable after 12 months	8.		6,450

Note: We recommend you to carefully read the notes below to identify any additional services you may need from our side.

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Notes to invoice above

1. Healy Consultants Group PLC's fees to supply our Client a Oman shelf company together, with all Government fees paid up to date. Historic annual accounting and tax and legal and audit obligations complete. Within 1 day after fee settlement, my team and I will email you **i)** a company registration number; **ii)** a city centre business address; **iii)** a tax number and **iv)** a proforma Oman sales invoice template complying with Oman company law;

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, 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 week 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, sms, Skype, [WhatsApp](#), live chat, [Viber](#) and email and will communicate in your preferred language;

2. Before corporate structure changing is complete, the Oman Government must review and approve a lease agreement for office premises. If your Firm requires this service from Healy Consultants Group PLC, our one-time fee amounts to US\$950. 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 sqm for one employee is US\$1,700 per month;
3. Healy Consultants Group PLC will assist our Client be appointed the new sole bank signatory to the already approved dormant [corporate bank account](#), without your travel. It is a time-consuming task, Healy Consultants Group PLC will guide our Client through the administrative hurdles. As you can appreciate, it is a challenging task to secure change of bank signatory approval for a non-resident of Oman;

Realistically and so you can plan your international business activities: **i)** within 1 month of the Oman bank receiving all the required Know Your Customer due diligence documents, we expect you will be appointed the sole bank signatory and **ii)** within a month thereafter, our Client will be able to log into e-banking. During this period, Healy Consultants Group PLC will change the Oman LLC corporate structure change to your preferred shareholders and directors, as outlined on [this web page](#);

At the beginning of the engagement, Healy Consultants Group PLC will negotiate with the bank to add our Client as sole bank signatory, while keeping our professional, passive nominee shareholder and director. We will prepare a quality business plan for the bank to optimize the probability of approval of change of bank signatory. Following the Oman bank written approval of the new sole bank signatory, Healy Consultants Group PLC will appoint our Client preferred shareholders and directors;

Depending on our Client's business and nationality, there is a 50% probability that the bank will request the new bank signatories to travel to Oman for a one-hour bank interview. Healy Consultants Group PLC will aggressively and skillfully negotiate with the bank for a travel exemption. If our Client must travel for bank account signatory change, Healy Consultants Group PLC will refund our Client US\$950;

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The bank enjoys ultimate power of approval of change of bank signatories' applications. 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 change of bank signatory application; maximizing the likelihood of approval;

Global banks continue to tighten bank signatory changes procedures, their internal compliance departments completing more thorough due diligence of Clients. Consequently, our Clients should expect the bank account signatory change period to take at least 4 weeks from submission of a complete quality application. See also note below for further details on timelines for bank signatory changes. Furthermore, global banks now might also require evidence of proof of business, including sales contracts or lease agreement;

Before the bank approves our Clients' preferred bank signatory, the bank in-house Legal and Compliance Department will request additional Know Your Customer documents. Change of corporate structure and of bank signatory is a time-consuming task, but Healy Consultants Group PLC will shelter our Client from this administrative burden;

4. Within 2 weeks after all the fees including fee to the resigning shareholder settlement, my team and I will email you **i)** a company registration number **ii)** a Muscat city center business address **iii)** a tax number **iv)** international multicurrency corporate bank account numbers and **v)** a proforma Oman sales invoice template complying with Oman company law;

Healy Consultants Group PLC assists our Client appoint their preferred holders of 55% of the shares and directors. Depending on our Client business and the efficiency of the Government and bank Departments, this process can take up to 3 months. This is the hardest part of the engagement;

This fee covers Healy Consultants Group PLC professional fee to assist our Client secure the amended Company Particulars. This includes our fee to draft and submit applications to [The Ministry of Industry and Commerce](#) to **i)** seek approval for shares transfer **ii)** change company name **iii)** change business activity **iv)** change director and company shareholder. Appointing new and resigning old shareholders and directors is a complex, lengthy process; exacerbated by inefficient Government Departments;

Immediately after the change of corporate structure, our Client can legally conduct business abroad, including **i)** issue sales invoices to local customers **ii)** sign customer and supplier contracts **iii)** sign a lease agreement for long term physical office and warehouse premises. Healy Consultants Group PLC will inform our Client if some business activities require additional Government approvals and licenses;

Every week during the engagement, Healy Consultants Group PLC emails our Client a detailed email engagement [status update](#). Our Client is immediately informed of engagement problems and solutions. In your preferred language, your dedicated Engagement Project Manager will communicate with you via phone, Skype, WhatsApp, Viber, sms, WeChat, Telegram, QQ, Facebook Messenger or Line Messenger;

5. For an active trading company, these [accounting, audit and tax](#) fees are an estimate of Healy Consultants Group PLC fees to efficiently and effectively discharge your annual company accounting, audit and tax obligations. Following receipt of a set of draft accounting numbers from your company, Healy Consultants

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Group PLC will more accurately advise accounting, audit and tax fees. For a dormant company, Healy Consultants Group PLC fees are only US\$950;

- All fees quoted in this invoice correspond to fees quoted [on Healy Consultants Group PLC' website](#). Please review this invoice carefully to identify errors. During the rush of the business day, it is possible that 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;

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.

- This fee to be payable directly to the existing shareholder for the 55% shares of a dormant clean Oman shelf company;
- Assuming our Clients re-engage Healy Consultants Group PLC in year 2, this fee is an estimate of the fees payable next year, 12 months after the date of a company registration;
- 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. If Healy Consultants Group PLC completes the engagement faster and more easily than expected, Healy Consultants Group PLC is happy to refund some fees to our Client;
- In accordance with [The Commercial Companies Law no. 4/1974](#), the issued share capital of OMR 150,000 (US\$390,000) must be deposited to the company bank account before company formation unless it meets certain [criteria](#);
- In accordance with the [The Commercial Companies Law no. 4/1974](#), each Oman LLC must have at least one individual shareholder of Omani citizenship, holding at least 30% of the company shares. If our Client requires nominee services, Healy Consultants will be pleased to assist for additional fees;
- It is compulsory for every Oman LLC to appoint a Public Relations Officer (PRO) in Oman. To minimize complexity and costs, Healy Consultants recommends our Client appoint an existing Oman staff member already in Oman. Monthly responsibilities of the PRO include **i)** liaison with Ministry of Manpower Oman and **ii)** applying for business visas;
- If your Firm requires a professional passive nominee Public Relations Officer from Healy Consultants, our one-time fee amounts to US\$950. The monthly PRO salary thereafter will be paid independently and directly to that nominee PRO. An estimate of such a monthly salary will be US\$1,100;
- Engage Healy Consultants Group PLC to [project manage](#) business set up in every country on the planet. We are the best in the [world](#) at what we do, timely completing [the A to Z](#) of every country engagement;

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11. If our Client and Healy Consultants Group PLC properly plan this engagement, our Clients' will **not** have to travel during this engagement. Healy Consultants Group PLC will efficiently and effectively 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 Group PLC office;
12. During the engagement, shareholders and directors documents may need to be translated into into the local Arabic language before the Government approves corporate structure changes and before the bank's in-house Legal and Compliance Department approves the new sole bank signatory. 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 minimize 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. Depending on our Client's business and nationality, the Oman Government may require a special regulatory license to carry on your business in the country. Healy Consultants Group PLC will assist our Client secure license approval; there may be additional engagement fees. However, the Government enjoys ultimate power of approval of company registrations and business licenses;
14. If our Client requires non-resident nominee shareholder and director [services \(click link\)](#), Healy Consultants Group PLC will be pleased to assist. Our fee for professional, passive nominee non-resident corporate shareholder amounts to US\$2,100 per annum. Our fee to be both non-resident nominee director and shareholder amounts to US\$8,600 per annum. Being the sole shareholders and sole director of a Client's company exposes Healy Consultants Group PLC to reputation, litigation and financial risk;
15. 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 Group PLC help to clarify your local and international annual tax reporting obligations;
16. If required, Healy Consultants Group PLC will be pleased to assist your firm to secure employee [visa](#) approvals. Our fee is US\$3,950 for the first employee, US\$2,950 for the second employee, US\$1,950 per employee thereafter. Our employee visa fees 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 Group PLC' 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;
17. Monthly, quarterly and mid-year Government tax obligations include monthly and quarterly payroll reporting, VAT and corporation tax return filing. If you need our help, Healy Consultants Group PLC can complete monthly Government reporting for a monthly fee of US\$860. Healy Consultants Group PLC monthly support will include **i)** receive in dropbox the monthly invoices from our client **ii)** label monthly bank

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statement transactions **iii)** preparation and submission of VAT returns and **iv)** submission of monthly employee payroll reporting;

18. Some of our Clients' require an [immediate Oman solution](#). With this strategy, within a day Healy Consultants Group PLC can supply our Client **i)** an existing dormant Oman company number and **ii)** an already approved Oman corporate bank account number and **iii)** a business address. Turnkey solutions are attractive to those entrepreneurs who wish to immediately close a country deal, sign a contract or invoice a customer;
19. 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;
20. Healy Consultants Group PLC will only change the corporate structure after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group PLC will only change a bank signatory after 100% of the Client's original due diligence documentation is received by courier;
21. During the annual renewal engagement with our Client, our in-house [Legal and Compliance Department \(click link\)](#) 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](#);
22. To assist our Clients to minimize foreign exchange costs, we offer the payment in SG\$, Euro, Pounds or US\$. Kindly let me know in which currency your Firm prefers to settle our fees and I will send an updated invoice, thank you;
23. Some of our Clients' engage Healy Consultants Group PLC to [recruit \(click link\)](#) local employees. We have a lot of experience in this area and we are quite skilled at securing quality candidates for our Clients';



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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 Oman corporate structure.

Best regards,

Aidan Healy

Aidan Healy

[Business owner](#)

Healy Consultants Group PLC Group

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