

## Finnish representative office registration

*Client to provide*

Representative office license No.: 268868

*Address to be provided*

TRN.: 100399843000003

Date: Monday, July 18, 2022

Invoice No: 2022-05-18PE

Professional services for <a href="#">Finland RO</a> (without travel)	Notes	2022 €	2023 €
Finland representative office <a href="#">registration</a> fees (without travel)	1.	6,740	0
Representative office <a href="#">legal registered office</a> services	2.	1,500	1,500
Estimated Finland <a href="#">Government registration</a> fees	3.	380	380
EEA professional <a href="#">resident director</a> and deputy board member fees	4.	6,600	6,600
Finland representative office bank <a href="#">account</a> (without travel)	5.	4,950	0
Estimate of annual <a href="#">accounting and tax</a> fees	6.	0	2,700
<b>Total</b> Healy Consultants Group PLC fees payable <a href="#">by instalments</a>	7.	<b>20,170</b>	0
Healy Consultants Group PLC fees payable after <a href="#">12 months</a>	8.		<b>11,180</b>

This invoice needs to be tailored for each Client. The above services and fees represent the average requirements of our multi-national Clients'. I recommend you carefully read the notes in the following pages, to accurately and completely 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. Within [two weeks](#) from receipt of engagement fees and signed documents, Healy Consultants Group PLC will complete Finnish representative office registration. Before submitting a quality representative office registration application to the Finnish [Patent and Registration Office](#); our Staff and Client will detail-discuss the important business set up considerations, as detailed on [this web page](#) (click link).
2. In accordance with [Chapter 2 of the Finland LLC Act 2006](#), each local entity must maintain a legal registered office. As always, Healy Consultants Group PLC will supply these [professional services](#).
3. This fee is an estimate of government costs payable during your Firm's engagement. For transparency purposes, all government fee payments will be supported by original receipts and invoices;
4. [Chapter 2 of the Finland LLC Act 2006](#) stipulates: each Finnish representative office must have at least one individual legal representative ordinarily resident in Finland or the European Economic Area. Mr. [Aidan Healy](#) will be the professional passive nominee [resident director](#) or legal representative of your Finnish entity;
5. Without bank signatory travel, Healy Consultants Group PLC will secure Finnish multicurrency corporate bank account numbers. From the moment a complete application is submitted to Finnish banks, it will take on average [two months](#) to secure multi-currency corporate bank account numbers. In most cases, our Staff will complete the engagement without our Client's travel to the bank branch. When [travel](#) is unavoidable, we refund €950 to our Client. Multi-currency corporate bank account opening is the most [challenging](#) part of the engagement. Consequently, we apply our "[guaranteed bank account](#) approval or your money back" policy.



To minimize engagement surprises and align all parties' expectations, I recommend you read [this web page](#), specially the due diligence documentation section. To maximize the probability of bank approvals, Healy Consultants PLC will:

- ✓ prepare a business plan, including annual expected inflow and outflow of funds; and
  - ✓ contact multiple banks to secure their written confirmation, welcoming a formal multi-currency corporate bank account opening application; and
  - ✓ weekly follow up with the bankers to aggressively and skilfully secure a timely multi-currency corporate bank account approval;
6. This is an estimate of Healy Consultants Group PLC's fees to timely accurately and completely discharge our multi-national Clients' annual Finnish legal, accounting and tax obligations. Refer to this [web page](#) to better understand this important annual professional service. For a dormant inactive representative office, our fees are [only €1,200](#).
  7. All fees quoted in this sales invoice correspond to fees quoted on Healy Consultants Group PLC's business [web site](#). Please review this invoice carefully to identify errors, including the embedded web links. During the rush of the business day, it is possible that our Staff inadvertently made fee calculation or typing errors, or omitted services or previous fee payments from our Clients. In the unlikely and unfortunate event you identify errors, please revert to us directly and we will immediately amend the invoice. I apologize in advance if I or my staff made invoice errors.

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8. Assuming our Client re-engages Healy Consultants Group PLC in 2023, this fee is an estimate of the fees payable [next year](#), 12 months after the date of representative office registration in 2022;
9. Representative office business activities are limited to **i)** market research and **ii)** promoting the business of the parent company and **iii)** maintaining the business relations between the parent company and its customers. A Representative office can lease office premises and employ a maximum of 3 employees. The Representative office is free of corporation tax but must register as a local taxpayer. A Representative office cannot **i)** issue sales invoice to local customers **ii)** nor sign local sales contracts **iii)** nor import and export goods. The life of the Representative office is unlimited.
10. After representative office incorporation, our in-house Accounting and Tax Department will help our multi-national Clients' with the following statutory Government reporting obligations:

No	Statutory obligations	When	Comments
1.	Payroll reporting	Monthly	For active staffed companies
2.	Legal annual return	Annual	For both dormant and active companies

11. Some of our Clients' require an [immediate Finland solution](#). Within 1 week, Healy Consultants Group PLC can supply our Client **i)** an existing dormant Finland company number and **ii)** an already approved Finland multi-currency corporate bank account and **iii)** a city center business address. Turnkey solutions are attractive to multi-national Clients' who wish to immediately close a country deal, sign a legal contract or invoice a customer;
12. Refer to [this important web page](#) to read additional terms and conditions applying to this country engagement;
13. 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.
14. Thank you for your business and we look forward to working closely with you over the coming months, as we engineer your Finland representative office structure.

Best regards,

*Aidan Healy*

Aidan Healy

[Business owner](#)

Healy Consultants Group PLC

