

BRUNEI TAX INVOICE

Our Client

Company Reg. No.: 921530

Address to be advised

Date: Thursday, February 05, 2009

Invoice No: 2009 – 02 – 029

Professional services rendered	Notes	Year 1 US\$	Year 2 US\$
Brunei Company formation fees	1.	2,100	1,100
Assistance opening an international corporate bank account	2.	2,950	0
Use of our business address for invoicing purposes	3.	1,100	1,100
Total Healy Consultants fees	4.	6,150	2,200
Initial deposit at the time of bank account opening - bank policy	5.	2,000	-
Total funds transfer required to complete your engagement	6.	8,150	

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Notes to invoice above

1. These costs include **a)** annual Brunei government registration fees **b)** registered agent and registered office for 12 months and **c)** company secretary fees for 12 months. In accordance with the Brunei Companies Act 1995, a Brunei company is required to have a registered office at which all statutory records and other corporate documents must be kept available for review. Healy Consultants' Brunei business office will be the registered office address for your Brunei company. Thereafter, this address will be used to receive government correspondence including **a)** notice of changes in Brunei company law **b)** notice of liquidation of company **d)** notification of annual business license fees overdue. Please note, the Brunei company registered office address shall **not** be printed on our clients' sales invoices, business cards or business websites, without the written consent of Healy Consultants. Our Clients' requirement to have a Brunei business address is a separate service explained in more detail under Virtual Office services in **section 3.** below.

Healy Consultants will also act as your resident Brunei company secretary, and our annual responsibilities include:

- a. Drafting resolutions and preparing minutes of the board of directors and shareholders;
 - b. Effecting changes in the board of directors and shareholders;
 - c. Making amendments to the company's constitutive documents;
 - d. Maintaining the company's statutory records;
 - e. Preparing and lodging annual forms and returns with the Brunei Registrar of Companies;
 - f. Submitting audited financial statements if required.
2. Healy Consultants will open corporate bank account without you having to visit the bank. Your corporate bank account will be with one of the top five international retail banks and will include credit card, ATM card, internet banking and cheque book;

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3. Most of our Clients wish to place Healy Consultants Brunei Office address on invoices, contracts, websites and business cards. Healy Consultants annual fee amounts to US\$1,100. Refer to attached Adobe file to view a draft virtual office agreement:



4. All fees quoted in this invoice correspond to fees quoted on Healy consultant's [business website](#);
5. Before your international bank provides us a corporate bank account number for your Brunei company, Healy Consultants must deposit US\$2,000 to our Clients' bank account as an initial deposit. This is bank policy, consequently we collect these funds in advance from our Clients.
6. 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. Healy Consultants corporate bank account details are outlined in the attached Adobe file, thank you. 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:



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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 Brunei corporate structure.

Best regards

Aidan Healy

Aidan Healy
Managing Director
Healy Consultants

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