

## LITHUANIA TAX INVOICE

Our Client

Company Reg. No.: 921530

Address to be advised

Date: Monday, March 09, 2009

Invoice No:

Professional services rendered	Notes	Year 1 US\$	Year 2 US\$
Lithuania Company formation	1.	7,100	1,650
Assistance opening a local corporate bank account	2.	2,950	0
Use of our business address for invoicing purposes	3.	1,100	1,100
<b>Total Healy Consultants fees</b>	4.	<b>11,150</b>	<b>2,750</b>
Initial deposit at the time of bank account opening - bank policy	5.	2,000	-
Total funds transfer required to complete your engagement	6.	<b>13,150</b>	

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### Notes to invoice above

1. These costs include **a)** annual Lithuania government registration fees **b)** registered headquarters for 12 months and **c)** company secretary fees for 12 months. In accordance with Lithuanian corporate law, a Lithuanian company is required to have a registered headquarters at which all statutory records and other corporate documents must be kept available for review. Healy Consultants' Lithuanian business office will be the registered headquarters address for your Lithuanian company. Thereafter, this address will be used to receive government correspondence including **a)** notice of changes in Lithuanian company law **b)** notice of liquidation of company **c)** notification of annual business license fees overdue. Please note, the Lithuania company registered headquarters 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 Lithuania 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 Lithuania 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 Lithuania's tax department;
  - 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;
3. Most of our Clients wish to place Healy Consultants Lithuania 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:



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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 Lithuanian 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:



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

Best regards

*Aidan Healy*

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Aidan Healy  
Managing Director  
Healy Consultants

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## LITHUANIA TAX INVOICE

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