

NEW ZEALAND TAX INVOICE

Our Client

Address to be advised

Date: Tuesday, February 10, 2009

Company Reg. No.: 921530

Invoice No: 2009 – 02 – 029

Professional services rendered	Notes	Year 1 US\$	Year 2 US\$
New Zealand Company formation	1.	2,500	1,500
Assistance opening an international corporate bank account	2.	2,900	0
Use of our business address for invoicing purposes	3.	1,100	1,100
Total Healy Consultants fees	4.	6,500	2,600
Initial deposit at the time of bank account opening - bank policy	5.	2,000	-
Total funds transfer required to complete your engagement	6.	8,500	

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Notes to invoice above

1. These costs include **a)** annual New Zealand Government License fees **b)** Registered Business Office for 12 months and **c)** Company Secretary fees for 12 months. In accordance with Section 186(1) of the New Zealand Companies Act 1993, every company shall always have a registered office in New Zealand to which all communications and notices may be addressed. Healy Consultants New Zealand business office will be the registered office address for your New Zealand Company. Thereafter, this address will be used to receive Government correspondence including **a)** Notice of changes in New Zealand Company Law **b)** Notice of liquidation of company **d)** notification of annual business license fees overdue. Please note, the New Zealand 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 New Zealand business address is a separate service explained in more detail under Virtual Office services in **section 3** below. Healy Consultants will act as your New Zealand Company Secretary, and our annual responsibilities include:
 - a. Preparation and filing of Annual Return;
 - b. Securely maintain company records;
 - c. Prepare the Annual meeting documents for signature;
 - d. Filing of notice of change of registered office and business address; preparation of minutes;
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 ATM card, internet banking and cheque book;
3. Most of our Clients wish to place Healy Consultants New Zealand 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](#). Please review 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;
5. Before your international bank provides us a corporate bank account number for your New Zealand 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 New Zealand corporate structure.

Best regards

Aidan Healy

Aidan Healy
Managing Director
Healy Consultants

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