

| No. | Steps | Week |
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| 1. | Healy Consultants Compliance Team receives the required corporate and personal due diligence information from our Client; | 1 |
| 2. | Our Client signs Healy Consultants engagement letter and returns the original to our Singapore Head Office. Our Client settles our fees; | 1 |
| 3. | Healy Consultants provides our Client i) a company name and business number; ii) a Swiss corporate bank account number; iii) a tax ID number and iv) company registered office address. Our Client can advance with customers and suppliers; | 1 |
| 4. | Our Client confirms by email the planned corporate structure and e-mails the required due diligence set. Only then will Healy Consultants' Company Secretary Team reserve the new company name with the Switzerland Federal Commercial Register ; | 2 |
| 5. | The current Swiss readymade company director' proceeds to i) the legal share allotment; ii) legal share transfer iii) the change of company name, resign and transfer the company to our Client; | 2 |
| 6. | Our Client signs legal documents appointing new director, shareholder and bank signatory. Our Client applies for a change the internet banking user; | 3 |
| 7. | Healy Consultants' Company Secretary Team in Switzerland submits transfer documents to the Switzerland Federal Commercial Register ; for processing. The Switzerland registry approves the Switzerland company change of company ownership application. | 3 |
| 8. | Healy Consultants submits the change of bank signatory documents to the Switzerland bank; | 4 |
| 9. | Healy Consultants then emails our Client i) the new certificate of incorporation with the new company name ii) the new corporate documents with the new shareholders and directors; | 5 |

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| 10. | To change bank signatory, there is a 10% probability our Client must travel to meet the bank in Switzerland. As always, Healy Consultants will aggressively negotiate a travel exemption for our Client, asking the bank to just perform a skype or phone conversation with the bank signatory. Depending on Client nationality, usually we are successful and our Client does not have to travel to Switzerland during the engagement; | 5 |
| 11. | The bank approves the appointment of the new bank signatory and our Client has total control of the corporate bank account; | 6 |
| 12. | The bank will courier new internet banking documents (login, password etc) to our client; | 6 |
| 13. | Our Client receives a courier from the bank comprising new internet banking information. The new bank signatory activates the internet banking. | 6 |
| 14. | Healy Consultants will courier a complete engagement completion package to our Client including i) company kit containing original Switzerland corporate documents and ii) Healy Consultants Customer Satisfaction Survey; | 7 |