

Afghanistan Limited Liability Company Invoice

Client name

Company Reg. No.: 921530

Client address

Invoice No: 2020-04-01-XX

Contact: Name; Contact Number

TRN.: 100399843000003

Client TRN/TIN:

Date: Tuesday, February 09, 2021

Professional services for Afghanistan LLC (without travel)	Notes	Year 1 US\$	Year 2 US\$
Afghanistan company formation fees (without travel)	1.	15,800	4,000
LLC secretary and legal registered address fees	2.	1,200	1,200
Estimate of Government registration fees	3.	2,000	1,000
Afghanistan bank account opening fees (without travel)	4.	4,950	0
Tax registration fees	5.	850	0
Healy Consultants project management fees	6.	5,850	0
Estimate of annual accounting and tax fees	7.	0	4,950
Total Healy Consultants Group PLC fees payable this month	8.	30,650	0
Estimate of total Healy Consultants Group PLC fees payable after 12 months	9.		11,150

Note: this invoice needs to be tailored for each Client. The above services and fees represent the average requirements of our Clients. I recommend you carefully read all notes to confirm and 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. Healy Consultants Group PLC fees to efficiently and effectively complete Afghanistan LLC registration within [seven weeks \(click link\)](#) by **i)** reserving a company name with [Ministry of Industry and Commerce](#) (MOIC); **ii)** settling our accountant and lawyer fees **iii)** preparing a high quality company incorporation application for MOIC and **iv)** choosing and securing the required regulatory license from the [Afghanistan Investment Support Agency](#) (AISA);

All [engagement fees](#) (click link) are agreed and paid up front and agree to the fees published on our country web pages. Consequently, there are no hidden fees, surprises or ambushes throughout the engagement. All engagement deadlines are agreed up front in the form of a [detailed project plan](#), mapping out [deliverables](#) by week throughout the engagement term;



Every week during the engagement, Healy Consultants Group PLC will email our Client a [detailed status update](#). Our Client is immediately informed of engagement problems together with solutions. Your dedicated engagement manager is reachable by phone, Skype, WhatsApp and email and will communicate in your preferred language;

2. In accordance with the [Corporations and Limited Liability Companies Law](#), each Afghanistan Company must appoint a company secretary, who may be a natural person or a body corporate, but the company secretary must be resident in the country. Healy Consultants Group PLC will be the legal Afghanistan Company Secretary and our annual responsibilities include **i)** preparing and filing the legal annual return; **ii)** securely maintaining company records; **iii)** liaising with the government on our Client's behalf; **iv)** legal filing of changes of company structure; and **v)** reminding our Client of statutory deadlines;
3. In accordance with [Corporations and Limited Liability Companies Law](#), each Afghanistan Company shall as from the date of its incorporation have a leased office in the country, to which all official Government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants Group PLC will assist our Client locate a suitable, low cost physical office space, our one-time fee for this service is US\$950. The monthly rent thereafter will be paid independently and directly to the landlord by our Client.
4. This fee is an estimate of Government costs to complete your Firm's engagement. All Government fee payments will be supported by original receipts and invoices. Examples of Government costs include **i)** reserving the company name with the [MOIC](#), **ii)** obtaining a license from the [AISA](#) and **iii)** filing the company incorporation forms. Following engagement completion, Healy Consultants Group PLC will refund our Client any excess of funds received over actual Government costs paid.
5. Healy Consultants Group PLC will secure multi-currency corporate bank account numbers for our Client's Afghanistan company/branch office. It will take on average *two months* to secure corporate bank account numbers from the moment a complete quality corporate bank account opening application is submitted to the banks. In most cases, we can secure corporate bank account numbers without our Client's travel to the bank's branch. When travel is unavoidable, we will refund US\$950.

This is the most challenging part of the engagement. Consequently, we apply our [guaranteed bank account approval or your money back](#) policy. To maximize the probability of successful multi-currency corporate bank account approvals Healy Consultants Group PLC will:

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- ✓ prepare a quality business plan, including expected inflow and outflow of funds for the first 12 months.
- ✓ contact multiple banks to secure their written confirmation, welcoming a formal application from our Client's business.
- ✓ negotiate and aggressively follow up with the bank relationship managers to ensure a timely corporate bank account approval.

To minimize engagement surprises and align all parties' expectations, I recommend you read [this web page](#), specially the due diligence documentation section;

6. In accordance with the [Afghanistan Revenue Department guidelines](#), all companies must secure a tax identification number (TIN);
7. Healy Consultants Group PLC project management fees relate to time and resources dedicated to:
 - a) thoroughly research and plan Afghanistan business set up for our Client;
 - b) devising strategies to **i)** minimize the total engagement period, **ii)** complete the engagement without our Client's travel and **iv)** avoid the need for a specific regulatory license;
 - c) agreeing the optimum corporate structure with our Client;
 - d) submitting a high-quality company incorporation application to the [Ministry of Industry and Commerce](#) (MOIC);
 - e) choosing the optimum regulatory license for our Client business activities (if required);
 - f) injecting the paid-up share capital on our Client's behalf (if required);
 - g) collating and supervising the legalization and attestation and translation of Client documents;
 - h) weekly detailed engagement [status updates](#) to our Client and weekly Thursday conference calls;
 - i) payment of retainer fees to multiple local lawyers and accountants;
 - j) ensuring our Client complies with local regulations and legally owns and controls the entity;
 - k) ascertain the specific accounting, tax, legal and compliance considerations;
 - l) finding solutions to [challenges that occur](#) throughout the engagement;
 - m) determining the local and international tax obligations of the new entity, including corporate income tax, payroll taxes, withholding tax and sales taxes;
8. For an active trading company, these [accounting and tax](#) fees are an estimate of Healy Consultants Group PLC fees to efficiently and effectively discharge your annual company accounting and tax obligations. Following receipt of a set of draft accounting numbers from your company, Healy Consultants Group PLC will more accurately advise accounting and tax fees. For a dormant company, Healy Consultants Group PLC fees are only US\$950;



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9. All fees quoted in this invoice correspond to fees quoted [on Healy Consultants Group PLC's website](#). Please review this invoice carefully to identify errors. During the rush of the business day, it is possible that Healy Consultants Group PLC 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;
10. Assuming our Clients re-engage Healy Consultants Group PLC in year 2, this fee is an estimate of the fees payable next year, 12 months after the date of company registration;
11. The fees quoted in this invoice are a prediction of the fees required to efficiently and effectively complete this engagement in a timely manner. If during the engagement Healy Consultants Group PLC realizes that the project is more complex than anticipated, requiring a large additional investment of time, my Firm will revert to request additional fees;
12. 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;
13. In accordance with the [Corporations and Limited Liability Companies Law](#), there is no minimum share capital required for an Afghanistan LLC. However, in order to secure the AISA approval, every company will need to deposit a certain share capital amount which will vary in accordance with the scale of operations;
14. During the course of your engagement multiple couriers will be sent to **i)** our local lawyers and accountants **ii)** banks and **iii)** our Client. Healy Consultants Group PLC expects the courier fees will be US\$150. All courier fee payments will be supported by original receipts and invoices. Following engagement completion, Healy Consultants Group PLC will refund our Client any excess of funds received over actual courier costs paid;
15. If our Client and Healy Consultants Group PLC properly plan this engagement, our Clients' will **not** have to travel during this engagement. Healy Consultants Group PLC will efficiently and effectively and aggressively complete company registration and corporate bank account opening in a timely manner without our Client presence. Instead, our Client will need to **i)** sign and get documents legalized in the embassy in their country of origin and **ii)** courier the originals to Healy Consultants Group PLC office;
16. If our Client requires non-resident nominee shareholder and director [services \(click link\)](#), Healy Consultants Group PLC will be pleased to assist. Our fee for professional, passive nominee corporate shareholder amounts to US\$2,100 per annum. Our fee to be both nominee director and shareholder amounts to US\$6,600 per annum. Being the sole shareholders and sole director of a Client's company exposes Healy Consultants Group PLC to reputation, litigation and financial risk;
17. Depending on our Client's business and nationality, the Government may require a special regulatory license to carry on your business in the country. Healy Consultants Group PLC will assist our Client secure license approval; there may be additional engagement fees. However, the Government enjoys ultimate power of approval of company registrations and business licenses.



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18. If required, Healy Consultants Group PLC will be pleased to assist your firm to secure [employee visa](#) approvals. Our fee is US\$4,950 for the first employee and US\$3,950 for each employee thereafter. Our employee visa fees includes preparation of a quality visa application and submitting to the correct Government immigration officers. The Government enjoys ultimate power of approval of visa applications. Consequently, guaranteed success is outside of Healy Consultants Group PLC's control. What is inside our control is the preparation and submission of a high-quality immigration visa application that maximizes the likelihood of visa approval;
19. Monthly and quarterly Government tax obligations include **i)** monthly payroll reporting and **ii)** quarterly business receipts tax (BRT). If you need our help, Healy Consultants can complete monthly Government reporting for a monthly fee of US\$960. Healy Consultants monthly support will include **i)** receive in drop box the monthly invoices from our client **ii)** label monthly bank statement transactions and **iv)** monitor monthly profit levels to minimize annual tax **v)** submission of monthly employee payroll reporting;
20. During the engagement, shareholders and directors documents may need to be translated into the local language before the Government and Bank approves company registration and corporate bank account opening respectively. Consequently, our Client should budget for possible additional translation and embassy attestation fees. Either our Client or Healy Consultants Group PLC can complete this administrative task;
- As always, Healy Consultants Group PLC will negotiate with all third parties to eliminate or reduce additional engagement costs. For transparency purposes, all third-party fee payments will be supported by original receipts and invoices. Examples of possible third-party payments include **i)** embassy fees; **ii)** notary public costs and **iii)** official translator fees;
21. It is important our Clients are aware of their personal and corporate tax obligations in their country of residence and domicile; and they will fulfill those obligations annually. Let us know if you need Healy Consultants Group PLC help to clarify your local and international annual tax reporting obligations;
22. During the annual renewal engagement with our Client, our in-house [Legal and Compliance Department](#) ([click link](#)) reviews the quality and completeness of our Client file. Consequently, Healy Consultants Group PLC may revert to our Client to ask for more up to date [due diligence documentation](#);
23. Some of our Clients require an [immediate Afghanistan solution](#). With this strategy, if available, within 4 weeks Healy Consultants Group PLC can supply our Client **i)** an existing dormant Afghanistan company number, **ii)** an already approved Afghanistan corporate bank account number; and **iii)** a business address. Turnkey solutions are attractive to those entrepreneurs who wish to immediately close a country deal, sign a contract or invoice a customer;
24. Some of our Clients request Healy Consultants Group PLC to provide temporary shared [office space](#) for 6 months until their preferred business premises is found. If your Firm requires this service, our one-time fee is US\$950. Monthly rental thereafter is paid directly to the landlord, independently of Healy Consultants Group PLC;
25. As stipulated on [our website](#) and in section 3 of our engagement letter, Healy Consultants Group PLC will only commence the engagement following **i)** settlement of our fees; and **ii)** completion and signing of our legal engagement letter;



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26. Healy Consultants Group PLC will only incorporate your company after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group PLC will only open a corporate bank account after 100% of the Client's original due diligence documentation is received by courier;
27. To assist our Clients to minimize foreign exchange costs, we offer the payment in SG\$, Euro, Pounds or US\$. Kindly let me know in which currency your Firm prefers to settle our fees and I will send an updated invoice, thank you;
28. Some of our Clients engage Healy Consultants Group PLC to [recruit \(click link\)](#) local employees. We have a lot of experience in this area and we are quite skilled at securing quality candidates for our Clients;

Thank you for your business and we look forward to working closely with you over the coming weeks as we [project manage \(click link\)](#) your Afghanistan business set up engagement.

Best regards,

Aidan Healy

Aidan Healy

[Business owner](#)

Healy Consultants Group PLC

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