



# Healy Consultants



| Step | Engagement tasks and deliverables   | Time          |
|------|---|---------------|
| 1.   | Our Clients settles <b>i)</b> Healy Consultants' invoice <b>ii)</b> sign the Client engagement letter and <b>iii)</b> provides all the <a href="#">requested due diligence</a> .  | Week 1        |
| 2.   | Healy Consultants and our Client agree on <b>i)</b> the corporate structure and <b>ii)</b> the preferred name of the company in English and Ukrainian. Our experts will then prepare the Memorandum and Articles of Incorporation of the company and certify them. Our Firm also discusses suitable <a href="#">corporate bank account</a> and visa options with the Client | Week 1        |
| 3.   | Healy Consultants provides our Client with <b>i)</b> a <a href="#">detailed project plan</a> and <b>ii)</b> a business plan tailored to our Client's engagement for their review and approval   | Week 1        |
| 4.   | If needed, Healy Consultants provides nominee services for one <a href="#">director</a> ordinarily resident in Ukraine, as mandated by local regulations. A contract for the provision of such services is signed with our Client.  | Week 1        |
| 5.   | Healy Consultants submits application to <b>i)</b> register and incorporate the company to the <a href="#">Ukrainian State Registrar</a> and <b>ii)</b> registers it for the corporate tax at the <a href="#">State Tax Administration of Ukraine</a> ;   | Week 2        |
| 6.   | Healy Consultants will submit the registration fees requested by the <a href="#">State Register</a> at the bank with which we will later open a corporate bank account.   | Week 2        |
| 7.   | Upon company registration, Healy Consultants sends the corporate bank account opening forms to our Client for review and signature.   | Week 3        |
| 8.   | Our Clients sends back the signed corporate bank account opening forms directly to the banks, along with original copies of due diligence documents requested by the bank.  | Week 4        |
| 9.   | Healy Consultants receives approval of the company incorporation from the <a href="#">Ukrainian State Registrar</a>   | Week 5        |
| 10.  | <b>Healy Consultants completes the opening of a corporate bank account</b> for our Client's company. The bank account numbers are immediately provided to our Client.   | <b>Week 7</b> |
| 11.  | <b>The bank activates online banking service</b> and directly couriers the token  | Week 8        |



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|     | to our Client's address.   |                |
| 12. | Healy Consultants submits a complete high quality visa application to our Client for their review and approval.  | Week 8         |
| 13. | Our Clients reviews the visa application, signs it and thereafter couriers it back to us along with all supporting documents. A full list of documents required can be found on <a href="#">this page</a> .                              | Week 6         |
| 14. | Healy Consultants submits the application and supporting documents to the <a href="#">Department of Immigration and Border Protection</a> . This agency usually takes around 1 month to review and approve the application.              | Week 6         |
| 15. | <b>Our Client receives approval for the long term business visa application.</b> Our Client, then visits the local Ukrainian Embassy to receive the visa.  | <b>Week 10</b> |
| 16. | <b>The engagement is completed.</b> Healy Consultants couriers to our Client a full company kit, unopened bank correspondence and a client feedback survey to assess the quality of services provided by our Firm during the engagement. | <b>Week 11</b> |