

Germany UG Invoice

Client to provide

Company license No.: 201425789W

Address to be provided

Date: Wednesday, July 24, 2019

Invoice No: 2019 – 05 – 030sk

Professional services for <u>German</u> UG (without travel)	Notes	Year 1 €	Year 2 €
Germany UG <u>company formation</u> fees (without travel)	1.	3,200	1,000
<u>Legal registered office</u> fees	2.	1,200	1,200
Estimated Germany <u>Government registration</u> fees	3.	1500	0
German corporate <u>bank account opening</u> fees (without travel)	4.	4,950	0
Tax and VAT <u>registration fees</u>	5.	840	0
Estimate of annual <u>accounting and tax</u> fees	6.	0	2,400
Total Healy Consultants Group fees payable this month	7.	11,690	0
Estimate of total Healy Consultants Group fees payable after 12 months	8.		4,600

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 the notes within the attached draft invoices 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 fees to legally register our Clients' Germany UG within [five weeks \(click link\)](#), by **i)** choosing the optimum regulatory license for our Client's business activities **ii)** reserving a company name with [German Trade Register](#); **iii)** settling our accountant and lawyer fees and **iv)** preparing a high quality company incorporation application for [German Trade Register](#);

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 or 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 second day during the engagement, we email our Client a [detailed email engagement status update](#). Our Client is immediately informed of engagement problems together with solutions. Your dedicated engagement manager is reachable by phone, skype, live chat and email and will communicate in your preferred language;

2. In accordance with German [Private Limited Law](#) (click link), a German UG company shall as from the date of its incorporation have a legal registered office in Germany, to which all official Government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants Group Germany business office will be the registered office address for your Germany Company. Thereafter, this address will be used to receive government correspondence including **i)** tax letters **ii)** notice of the legal annual return; and **iii)** all government communications. Most of our Clients wish to place [Healy Consultants Group office address](#) on invoices, contracts, websites and business cards;
3. This fee is an estimate of government costs payable during your Firm's engagement. All government fee payments will be supported by original receipts and invoices. Examples of government costs include **i)** approval of the name with the chamber of commerce and industry; **ii)** company name confirmation with the [German Trade Register](#) (click link) "Unternehmensregister"; **iii)** initial government license fee; **iv)** publication of the application in the Federal Gazette - "[Bundesanzeiger](#)"; Following engagement completion, Healy Consultants Group will refund our Client any excess of funds received over actual Government costs paid;
4. Healy Consultants Group will be pleased to open a Germany corporate bank account without your travel. It is a time consuming task, Healy Consultants Group will shelter our Client from the administrative challenges. As you can appreciate, it is a difficult task to obtain bank account approval through a newly formed company, when shareholders and directors and bank signatories reside overseas. Healy Consultants Group will prepare a business plan for the bank to optimize the probability of corporate bank account approval.

Depending on our Client business and nationality, there is a 20% probability the banks will request a bank signatory to travel for a one-hour bank interview. Healy Consultants Group will try its best to negotiate with the bank for a travel exemption. If our Client must travel to Germany for corporate bank account opening, Healy Consultants Group will refund our Client €95

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If our Client is not comfortable with only a German corporate bank account, Healy Consultants Group will be pleased to open [an international corporate bank account](#) (click link) outside of Germany. Examples include New York, Liechtenstein, Austria, Bulgaria, South Africa, Singapore, London, South America or Dubai. All banks will be top tier banks in these countries with excellent internet banking services. Example of our global banking partners include HSBC, Standard Chartered Bank, Citibank, Barclays, Commerzbank, Bank of China, Erste bank, Standard Bank, UBS, Credit Suisse;

The banks enjoys ultimate power of approval of corporate bank account applications. Consequently, guaranteed success is outside of Healy Consultants Group control. What is inside our control is the preparation and submission of a high-quality bank application that maximizes the likelihood of approval. To date, we enjoy a 100% approval record because of [our global banking relationships](#) and determination;

Global banks continue to tighten corporate bank account opening procedures, their internal compliance departments completing more thorough due diligence of Clients. Consequently, our Clients should expect the bank account approval period to take up to 4 weeks. Furthermore, global banks now require evidence of proof of business in the country where the corporate bank account will be, including sales contracts or lease agreement;

5. In accordance with [German Corporation Tax Law 1977](#) (click link), each entity must register for corporate tax and VAT at the [Federal Central Tax Office](#);
6. For an active trading company, these [accounting and tax](#) fees are an estimate of Healy Consultants Group 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 will more accurately advise accounting and tax fees. For a dormant company, Healy Consultants Group fees are on €1,950;
7. All fees quoted in this invoice correspond to fees quoted on Healy Consultants Group [business website](#). Please review this invoice carefully to identify errors. During the rush of the business day, it is possible Healy Consultants Group inadvertently made fee calculation errors, typing errors or omitted services. 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;
8. Assuming our Clients' re-engage Healy Consultants Group in year 2, this fee is an estimate of the fees payable next year, 12 months after the date of company registration;
9. Engage Healy Consultants Group 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;
10. In accordance with German [Private Limited Law](#) (click link), the issued share capital of €1,000 must be deposited to the company bank account before incorporation. Thereafter, 25% of each year's revenue must be deposited into the capital account until total capital reaches €25,000. Then the UG can be freely transferred to a limited company (GmbH). To optimize engagement efficiency and minimize delays, Healy Consultants Group is happy to deposit these funds on behalf of our clients;

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11. If our Client requires nominee [services \(click link\)](#), Healy Consultants Group will be pleased to assist. Our fee for corporate nominee shareholder amounts to €1,800 per annum. Our fee for a non-resident individual nominee director or shareholder amounts to €3,600 per annum. Our fee for a country resident director or shareholder amounts to €6,600 per annum.
12. If required, Healy Consultants Group will be pleased to assist your Firm obtain Germany business [visa \(click link\)](#) approvals. Our fee is €4,950 for the first employee, €3,950 for the second employee, €2,950 per 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 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;
13. Monthly, quarterly and mid-year Government tax obligations include monthly and quarterly payroll reporting, VAT and corporation tax return filing. If you need our help, Healy Consultants Group can complete monthly Government reporting for a monthly fee of €860. Healy Consultants Group monthly support will include *i)* receive in dropbox the monthly invoices from our client *ii)* label monthly bank statement transactions *iii)* preparation and submission of VAT returns and *iv)* submission of monthly employee payroll reporting;
14. It is important our Clients are aware of their personal and corporate tax obligations in their country of residence and domicile. Let us know if you need Healy Consultants Group help to clarify your local and international annual tax reporting obligations;
15. If our Client can travel to Germany, Healy Consultants Group can complete company registration and corporate bank account opening within two weeks. If our Client cannot travel to Germany, Healy Consultants Group can complete company registration and corporate bank account opening within five weeks. During this period, our Client must *i)* travel to their local German Embassy to legalize the director and shareholder documents *ii)* supply Healy Consultants Group a power of attorney;
16. Depending on our Client business and nationality, the Government may require a special regulatory license to carry on your business in the country. Healy Consultants Group will assist our Client secure license approval. There may be additional fees for this service;
17. Some of our Clients' engage Healy Consultants Group 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';
18. 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 can complete this administrative task;

As always, Healy Consultants Group 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 *iii)* official translator fees;

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19. Some of our Clients' require an [immediate German solution](#). With this strategy, within a day Healy Consultants Group can supply our Client **i)** an existing dormant Germany company number and **ii)** an already approved Germany 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;
20. As stipulated on our [business website](#) and in section 3 of our engagement letter, Healy Consultants Group will only commence the engagement following **i)** settlement of our fees and **ii)** completion and signing of our legal engagement letter;
21. Healy Consultants Group will only incorporate your company after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group will only open a corporate bank account after 100% of the Client's original due diligence documentation is received by courier;
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 may revert to our Client to ask for more up to date [due diligence documentation](#);
23. 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;

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