



Healy Consultants



Engagement project plan – purchasing a company and bank ac

Step	Engagement advancement steps	Time
1.	Our Client settles a retainer fee of US\$ 1,000 with Healy Consultants Group PLC	Week 1
2.	Our Client i) signs Healy Consultants' engagement letter and ii) returns the original and the required due diligence to our Singapore Head Office ;	Week 1
3.	Healy Consultants Group PLC and our Client agree i) the shelf company with already approved bank account to purchase and ii) total engagement fees and iii) and the preferred corporate structure and v) engagement timelines.	Week 1
4.	Our Client pays engagement fees by instalments (click link)	Week 2
5.	Healy Consultants Group PLC supplies our Client with quality deliverables including i) shelf company certificate of incorporation and M&AA and ii) bank statements showing entity was dormant since company incorporation and iii) proof of timely completion of historic annual legal, accounting and tax obligations and iv) lawyers and accountants professional reference letters. Our Client can inform customers and suppliers of their new business contact details!;	Week 2
6.	Our Client confirms by email i) the shareholders and directors and i) the sole bank signatory and iii) the new company business name and business activity;	Week 2
7.	In your preferred language, our Client can communicate with Healy Consultants staff via cell phone, sms, WhatsApp, Viber etc; Healy Consultants Group PLC staff will email you weekly detailed status updates re engagement progress and comprising multiple engagement deliverables . If required, each Thursday, we will convene a phone conference with our Client; to	Week 2



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	discuss engagement problems and solutions	
8.	Healy Consultants Group PLC emails our Client i) the share transfer forms ii) board resolutions to appoint the new director(s) and iii) the change of company name and address forms. Where legally allowed, we will use e-sign to eliminate printing and couriers.	Week 2
9.	Our team submits forms to the Government to legally change i) company name and business activity (if required) and ii) shareholders and directors and iii) apply for Government additional licenses (if any); Depending on the nature of business of our Client, there is a 30% probability the Government may revert for additional information and due diligence requirements, causing an engagement delays;	Week 3
10.	Healy Consultants Group PLC prepares and emails our Client draft corporate bank account forms to appoint the new sole bank signatory. We draft a quality detailed business plan to assist with bank signatory change. The more we include into this business plan, the greater the probability of timely successful approval of the new bank signatory;	Week 3
11.	Our Client email returns copies of all of the above documents to Healy Consultants Group PLC's Singapore office. Our staff review and approve the same and request additional information (if any);	Week 3
12.	Healy Consultants Group PLC emails a quality corporate bank account change application package to our preferred officer in the bank Front office. The	Week 3



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	application comprises of i) signed change of bank signatory forms ii) signed business plan and iii) new bank signatory detailed due diligence documents and iv) bank forms re change of name of bank account and change of business activity;	
13.	Depending on the KYC assessment made by the bank, there is a 30% probability the bank relationship officer will ask the bank signatory to travel to a bank branch to witness their signature on bank forms. If so, Healy Consultants Group PLC will skillfully negotiate a travel exemption. The ultimate decision however rests with the bank's in-house Compliance Department;	Week 4
14.	There's a 50% probability the Bank officer will request additional personal due diligence from our Client. Global banks continue to tighten corporate bank account opening procedures, their internal compliance departments completing more thorough due diligence of Clients. If our Client will be offering services without actual physical presence and local staff in the bank jurisdiction, Healy Consultants Group PLC unfortunately expects the banks will classify your company as a high-risk customer.	Week 4-5
15.	The bank officer may request to convene a video conference interview, during the bank's business hours. After that the application will be processed by compliance department;	Week 5-6
16.	If required by the bank, our Client visits the closest bank branch in their home country to verify personal due diligence documents and signature. Alternatively, our Clients notarizes and legalized these documents at the Embassy in their	Week 6



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	home country; Healy Consultants will update the bank re i) the change in company address, ii) the new expected inflows and outflows and iii) change of shareholders, directors and beneficial owners;	
17.	Following completion of all of the above, our Client courier returns a complete package including i) our signed engagement letter and ii) signed corporate bank account forms and iii) attested and notarised documents and iv) translated documents (if required);	
18.	<p>A complete original application is submitted to the bank in-house Legal and Compliance Department. At this stage of the engagement, the following may happen:</p> <ul style="list-style-type: none">a. There is a 50% probability the change of bank signatory application will be approved within 2 weeks; andb. There is also a 25% probability the bank in-house Legal and Compliance Department will request our Client to travel overseas to visit the bank for a one hour interview; andc. There is a 25% probability the bank in-house Legal and Compliance Department will reject our Client's application to be appointed as new bank signatory. In the unfortunate event this occurs, Healy Consultants Group PLC will immediately discuss alternative corporate bank account solutions (click link);	Week 7 / 8
19.	All going well, the Bank approves our Client as the new bank signatory to the already approved multi-currency corporate bank account.	Week 8



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20.	Assuming our Client's planned business does not require regulatory licenses and all going well, the Government approves the change of company ownership and directorship. Healy Consultants Group PLC then immediately emails our Client i) updated extract from the public registry and ii) the new M&AA with the new shareholders and directors. At this stage, the change of corporate structure is successfully complete;	Week 9
21.	Healy Consultants Group PLC office receives a courier from the bank comprising e-banking tokens, usernames and passwords. Usually, the latter have a 1 week expiry date. Consequently, the majority of our Clients ask Healy Consultants to timely complete activation of internet banking.	Week 10
22.	Healy Consultants Group PLC dispatches a courier to our Client preferred address, comprising i) original company documents and ii) e-banking tokens, usernames and passwords;	Week 11
23.	Our Client receives the package and logs into e-banking platform, changes usernames and passwords. The multi-currency corporate bank account is now ready to receive incoming funds transfers and make third party payments;	Week 12
24.	Healy Consultants Group PLC successfully completes the engagement.	Week 12
25.	Our Client provides Aidan Healy online feedback (click link)	Week 12
26.	Our Client considers putting a testimonial on our web site (click link)	Week 12