

Gibraltar Private Foundation Invoice

Our Client's name

Our Client's address

Date: Thursday, November 29, 2018

Reg. No.: 201623711R

Invoice No: 2018 – 06 – 003p

Professional services for Gibraltar foundation (without travel)	Notes	Year 1 £	Year 2 £
Gibraltar private foundation formation fees	1.	4,650	1,200
Legal registered office fees	2.	1,100	1,100
Gibraltar government registration fees	3.	50	0
Gibraltar corporate bank account opening fees (without travel)	4.	4,950	0
Corporate tax registration fees	5.	750	0
Gibraltar resident licensed council member finder fee	6.	5,950	0
Project management fees for 3-month engagement	7.	4,950	0
Estimate of annual accounting and tax fees	8.	0	2,300
Total Healy Consultants Group PLC fees payable this month	9.	22,400	0
Estimate of total Healy Consultants Group PLC fees payable after 12 months	10.		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 PLC fees to efficiently and effectively complete Gibraltar private foundation registration within [five weeks](#) by **i)** choosing the optimum private foundation purpose and activities; **ii)** reserving the private foundation name with the Register of Foundations at the [Companies House Gibraltar](#); **iii)** settling our accountants' and lawyers' fees; and **iv)** preparing a high quality private foundation constitution (charter) for submission to the [Companies House Gibraltar](#);

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, live chat and email and will communicate in your preferred language;

2. In accordance with [Private Foundations Act 2017](#), a Gibraltar Private foundation shall as from the date of its incorporation have a legal registered office in Gibraltar, to which all official Government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants Group PLC's Gibraltar office will be the registered office address for your private foundation. 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 PLC' office address](#) on invoices, contracts, websites and business cards;
3. This fee is an estimate of government costs payable during your Firm's engagement. For transparency purposes, all government fee payments will be supported by original receipts and invoices. Examples of government costs include **i)** registration fees at the Registry of Foundations at the [Gibraltar Companies House](#); and **ii)** issuance of the private foundation constitution (charter). Following engagement completion, Healy Consultants Group PLC will refund our Client any excess of funds received over actual Government costs paid;
4. Healy Consultants Group PLC will be pleased to open a private foundation bank account without our Client travelling. It is a time consuming task, Healy Consultants Group PLC 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 private foundation, when beneficiaries, council members and bank signatories reside overseas. Healy Consultants Group PLC 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 PLC will try its best to negotiate with the bank for a travel exemption. If our Client must travel to Gibraltar for foundation bank account opening, Healy Consultants Group PLC will refund our Client £950;

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If our Client is not comfortable with only a Gibraltar corporate bank account, Healy Consultants Group PLC will be pleased to open [an international corporate bank account](#) (click link) outside of Gibraltar.

Examples include New York, Germany, 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, Bank of China, ANZ bank, ABN Amro, UBS, Credit Suisse;

The banks enjoy ultimate power of approval of private foundation bank account 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 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 private foundation 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 the [Gibraltar Companies Act 2014-19](#), each entity including private foundations must register for corporate tax at the [Income Tax Office](#). Gibraltar private foundations are subject to 10% corporate tax on all proceeds derived from the operations of the foundation;
6. Each Gibraltar private foundation must appoint a Foundation Council. It is mandatory for one of the councillors to be a Gibraltar resident company that holds a license as a Professional Trustee with the [GFSC](#). If required, Healy Consultants Group PLC will be happy to assist our Client find a professional trustee company to be appointed as councillor for a one-time finder fee. The annual professional councillor fees are then payable to the licensed professional trustee, directly and independently by our Client;
7. Healy Consultants Group PLC project management fees relate to time and resources dedicated to:
 - a. thoroughly research and plan Gibraltar foundation set up for our Client;
 - b. devising strategies to **i)** minimise the total engagement period **ii)** complete the engagement without our Client travelling and **iii)** avoid the need for a specific regulatory license;
 - c. agreeing the optimum private foundation structure with our Client;
 - d. submitting a high-quality private foundation registration with Registry of Foundations at the [Gibraltar Companies House](#);
 - e. choosing the optimum foundation structure for our Client's business activities;
 - f. collating and supervising the legalisation and attestation and translation of Client documents;
 - g. weekly detailed engagement [status updates](#) to our Client and weekly Friday conference calls;
 - h. payment of retainer fees to multiple local lawyers and accountants;

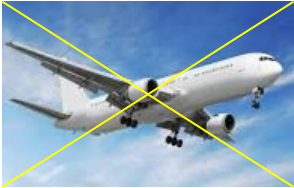
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- i. ensuring our Client complies with local regulations and legally owns and controls the new entity;
 - j. ascertain the specific accounting, tax, legal and compliance considerations;
 - k. finding solutions to [challenges that occur](#) throughout the engagement;
 - l. 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 foundation, these annual [accounting, audit and tax fees](#) are an estimate of Healy Consultants Group PLC fees to efficiently and effectively discharge your annual foundation accounting, audit and tax obligations. Following receipt of a set of draft accounting numbers from your foundation, Healy Consultants Group PLC will more accurately advise accounting and tax fees. For a dormant foundation, Healy Consultants Group PLC fees are only US\$950;
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 private foundation 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. Depending on our Client's business and nationality, the Gibraltar 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 private foundation registrations and business licenses;
13. A Gibraltar private foundation in registered by a founder that provides the initial assets as an irrevocable endowment. The founder can retain certain important and irrevocable powers in the foundation charter, including appointment or removal of guardians, councillors or charter amendments. The founder can be also beneficial owner of the foundation;

A private foundation in Gibraltar can also appoint a guardian of the assets. Such appointment is mandatory when **i)** there is no designated beneficiary; **ii)** or there are more than 50 beneficiaries of the foundation;
14. If our Client requires nominee council members [services \(click link\)](#), Healy Consultants Group PLC will be pleased to assist. Our fee to be a nominee international council member amounts to £6,600 per annum. Being a council member of a Client's private foundation exposes Healy Consultants Group PLC to reputation, litigation and financial risk;



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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 complete company registration and corporate bank account opening in a timely manner without our Client's 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's office;
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16. If required, Healy Consultants Group PLC will be pleased to assist your firm to secure employee [visa](#) approvals. Our fee is £4,950 for the first employee, £1,950 for the second employee, £950 per employee thereafter. Our 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;
17. 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 £950. Monthly rental thereafter is paid directly to the landlord, independently of Healy Consultants Group PLC;
18. Monthly and annual Government tax obligations include monthly payroll reporting and annual corporation tax return filing. If you need our help, Healy Consultants Group PLC can complete monthly Government reporting for a monthly fee of £860. Healy Consultants Group PLC 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 annual and tax returns;
19. 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;
20. 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;
21. 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;
22. During the engagement founder, council members and guardian documents may need to be translated into the local language before the Government and Bank approves private foundation registration and foundation bank account opening respectively. Consequently, our Client should budget for possible additional translation and embassy atestation 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; **iii)** official translator fees;

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23. Some of our Clients require an [immediate Gibraltar solution](#). With this strategy, within a day Healy Consultants Group PLC can supply our Client **i)** an existing dormant Gibraltar company number; **ii)** an already approved Gibraltar 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. As stipulated on our [business 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;
25. Healy Consultants Group PLC will only incorporate your private foundation after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group PLC will only open a foundation bank account after 100% of the Client's original due diligence documentation is received by courier;
26. 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](#);



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Thank you for your business and we look forward to working closely with our Client over the coming months as we [project manage \(click link\)](#) Gibraltar private foundation set up;

Best regards,

Aidan Healy

Aidan Healy

[Business owner](#)

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