

## South Africa LLC - annual renewal obligations

### Client Name

Our Client's address

Date: Wednesday, January 04, 2023



Invoice No: 2023 – 12 – xxxxx

Professional services rendered for South Africa LLC	Notes	2023 US\$
Annual <a href="#">renewal</a> of the South African entity	1.	740
Annual <a href="#">legal registered office</a> ;	2.	1,200
South African public officer <a href="#">services</a>	3.	3,150
Estimate of accounting <a href="#">&amp; tax reporting fees</a> financial year end	4.	3,200
Total renewal fees payable.	5.	<b>8,303</b>
Late payment penalty imposed monthly	6.	730

**Note:** I recommend you carefully read the sales invoice notes in the following pages; to understand all the professional services required by your Firm, eliminating the risk of unwanted fee surprises during the engagement.

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### Notes to invoice above

1. Over the coming weeks, Healy Consultants Group PLC will communicate with the South African Government to **i)** renew the company license with the [CIPC](#) and **ii)** pay annual Government fees of US\$ 150 and **iii)** file the legal [annual return](#) with CIPC and **iv)** settle our lawyers and accountants fees and **v)** submit a Compliance Checklist to the CIPC (if required). Refer to this [web page \(click link\)](#) to better understand the annual renewal process; and 
2. The [South African Company Act](#) stipulates all entities must maintain a legal registered office in South Africa, to receive official Government communications. As always, Healy Consultants Group PLC will supply our Client with this professional service as outlined on this [web page](#); and
3. The [South African Company Act](#) requires every South African to have at least one legal public officer who is ordinarily resident in South Africa. As always, Healy Consultants Group PLC will supply this [public officer](#) professional service; and
4. While preparing this renewal invoice, our Firm assumed your South African company [was active](#) during the recent accounting period. Refer to this [web page](#) to better understand the professional support your Firm will receive from our in-house Accounting and Tax Department including:
  - ✓ Legally minimise South African **i)** corporation tax and **ii)** and withholding tax. And optimize the use of tax exemptions and **iii)** Government incentives and **iii)** foreign tax credits and **iv)** double tax treaties; and
  - ✓ Prepare annual financial statements and annual corporation tax return and submit to [SARS](#) and secure a legal exemption from **i)** an independent statutory annual audit or **ii)** an independent accountant review. Accurate and complete compliance with South African tax laws; and
  - ✓ For a dormant company, Healy Consultants Group PLC fees are only [US\\$1,200](#). Our Client must email us bank statements as evidence of the inactivity of the South African LLC; and
5. All fees quoted in this invoice correspond to fees quoted on Healy Consultants Group PLC's business 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 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; and
6. To avoid late penalties, please settle our fees by the required deadline. Otherwise, a monthly penalty fee will be borne by our Clients. It is important our Clients respect our deadlines and pressures, cooperate with Healy Consultants Group PLC to discharge your Firm's tax, accounting, auditing and legal obligations; and

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7. In accordance with the [UAE VAT law](#), Healy Consultants Group DMCC is required to impose 5% VAT on all invoices issued to **i) UAE based Clients** or **ii) multi-national Clients'** setting up business in the UAE. Healy Consultants Dubai LLC sales invoices are zero VAT rated for multi-national Clients' requiring business set up outside of the UAE;
8. 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; and
9. In 2022 and because of global inflation, Healy Consultants Group PLC increased our fees. Refer to this [web page](#) to understand why. We hope this increase does not damage our business relationship; and
10. Over the coming months, you may need Healy Consultants Group PLC support for **i) [book-keeping](#)** and **ii) [monthly and quarterly](#)** Government reporting and **iii) [employee](#)** matters. Specifically:

Statutory reporting obligations	When	Comments
VAT returns	Quarterly	For both dormant and active companies
<a href="#">Payroll</a> reporting	Monthly	For active staffed companies
Advance corporation tax	Every 6 months	For active companies
Legal annual <a href="#">return</a>	Annual	For both dormant and active companies

11. Refer to this web page ([click link](#)) to view additional terms and conditions relating to your annual renewal engagement; and
12. Thank you for your business and for staying with Healy Consultants Group PLC. We look forward to timely, accurately and completely [discharging](#) your 2023 statutory legal & accounting & tax reporting obligations.

Best regards

*Sharon Tham*

[Sharon Tham \(click link\)](#),

Group Financial Controller

Singapore [office](#)

Healy Consultants Group PLC