

International Free Zone Authority (IFZA) LLC without visa Invoice

Our Client

Our Client's Address

Date: Tuesday, December 12, 2023

Invoice No: 20xx – xx – xxxxx

Professional services for a IFZA free zone LLC (without travel)	Notes	Year 1 US\$	Year 2 US\$
Dubai IFZA free zone LLC company set up fees (without travel)	1.	6,600	1,950
Assistance to locate office premises in IFZA	2.	950	0
Estimated of IFZA Authority Registration and License fees	3.	3,800	3,800
UAE corporate bank account opening fees	4.	4,950	0
UAE annual statutory reporting and appointing obligations	5.	2,150	2,150
Corporate tax registration	6.	1,250	0
Healy Consultants Group project management fees	7.	3,950	0
Annual accounting, audit and tax fees	8.	0	7,950
UAE VAT (5%)	9.	993	793
Total Healy Consultants Group fees payable by instalments	10.	24,643	0
Healy Consultants Group fees payable after 12 months	11.	0	16,643

Note: The above services and fees represent the average requirements of our Clients. I recommend you carefully read the notes below 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 complete International Free Zone Authority (IFZA) company registration within [six weeks](#) (click link), from receipt of engagement fees and signed documents. Before submitting a quality company incorporation application to the [IFZA Authority](#), our Staff and Client will detail-discuss important business set up considerations outlined on [this web page](#) (click link).
2. The IFZA Authority will require a lease agreement for [office premises](#), before approving the registration of the IFZA company. If so, Healy Consultants Group will assist our Client secure office space solution, following which our Client will directly pay rental fees to the landlord. The average annual rental fee for a flexi desk office is US\$2,500 or US\$3,850 for a dedicated office;
3. This fee is an estimate of government costs payable during your Firm's engagement to secure your annual business license. Different licenses have different Government fees. For example, the fees for a General trading license amounts to US\$3,800 (AED13,956). For transparency purposes, all government fee payments will be supported by original receipts and invoices;
4. Without bank signatory travel, Healy Consultants Group will secure a UAE multicurrency corporate bank account numbers for our Client's IFZA entity. From the moment a complete application is submitted to the UAE banks, it will take on average [two months](#) to secure multi-currency corporate bank account numbers. Unfortunately, all UAE banks will require our Client to travel for a one-hour interview. No exceptions. Multi-currency corporate bank account opening is the most [challenging](#) part of the engagement. Consequently, we apply our "[guaranteed bank account](#) approval or your money back" policy.



To minimize engagement surprises and align all parties' expectations, I recommend you read [this web page](#), specially the due diligence documentation section. To maximize the probability of bank approvals, Healy Consultants will:

- ✓ prepare a quality business plan, including expected inflow and outflow of funds for the first 12 months;
 - ✓ contact multiple banks to secure their written confirmation, welcoming a formal application from our Client's business;
 - ✓ weekly negotiate and aggressively follow up with the bank relationship managers to ensure a timely corporate bank account approval;
5. For both active and dormant IFZA entities, the UAE Government demands annual statutory [reporting](#) including i) [economic substance](#) and ii) Ultimate Beneficial [Owners registry](#). Furthermore, each entity must appoint a resident company coordinator, whose annual responsibilities include i) securely maintaining company records and ii) liaising with the Authority on our Client's behalf and iii) submitting changes of company structure to the Authorities. Over the coming 12 months, Healy Consultants Group in-house Legal and Compliance Department will timely accurately and completely discharge these administrative statutory obligations;

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6. It is a new mandatory requirement to register your company for corporate tax;
7. Healy Consultants Group [project management](#) fees relate to time and resources dedicated to:
 - ✓ thoroughly research and plan the IFZA business set up for our Clients specific business; and
 - ✓ devise strategies to i) minimise total engagement period and ii) complete the engagement without travel.
 - ✓ collate and supervise the legalisation and attestation and translation of Client documents; and
 - ✓ weekly detailed engagement [status updates](#) to our Client and weekly Friday conference calls; and
 - ✓ ascertain the specific accounting, tax, legal and compliance considerations.
 - ✓ find solutions to [challenges that occur](#) throughout the engagement.
8. Assuming our Clients' subsidiary is active, this is an estimate of Healy Consultants Group's fees to timely accurately and completely discharge our multi-national Clients' annual IFZA legal, accounting, audit and tax obligations. Refer to this [web page \(click link\)](#) to better understand this important annual professional service. For a dormant inactive company, our fees are [only US\\$1,200](#)
9. 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 Group DMCC sales invoices are zero VAT rated for multi-national Clients' requiring business set up outside of UAE.
10. All fees quoted in this sales invoice correspond to fees quoted on Healy Consultants Group's business [web site](#). Please review this invoice carefully to identify errors, including the embedded web links. During the rush of the business day, it is possible that our Staff inadvertently made fee calculation or typing errors, or omitted services or previous fee payments from our Clients. In the unlikely and unfortunate event you identify errors, please revert to us directly and we will immediately amend the invoice. I apologize in advance if I or my staff made invoice errors.
11. Assuming our Client re-engages Healy Consultants Group in 2023, this fee is an estimate of the fees payable [next year](#), 12 months after the date of company registration in 2022;
12. In accordance with the [UAE VAT law](#), a IFZA company must register for VAT if its taxable supplies and imports are anticipated to exceed AED375,000 (US\$102,000) in the next 30 days. Our VAT registration fees are US\$750;
13. Healy Consultants Group will be pleased to assist secure employee [visa](#) approvals. The client with zero visa license would require acquiring quotas from the IFZA authority. There will be additional fees of US\$1,250 for acquiring the visa excluding the government fees. Our visa processing fee is US\$4,950 for the first employee and US\$3,950 per employee thereafter. Before submitting a visa application, applicants must ensure their passport has at least 2 blank pages and a validity of at least 6 months. The Government enjoys ultimate power of approval of visa applications. Consequently, guaranteed success is outside of Healy Consultants Group'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;

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If required, Healy Consultants Group will also apply for dependent visas. Our fees will be **i)** US\$2,950 for a spouse; and **ii)** US\$1,950 per child. Dependent visas can only be applied after the principal sponsor has obtained **i)** an Emirates ID card; **ii)** a signed lease agreement for a residential property large enough to accommodate all dependents; and **iii)** the Ejari registration for this residential property;

- 14.** Clients looking to serve the local market require the appointment of an Emirati Service Agent (LSA or Sponsor). If required, Healy Consultants Group will be pleased to provide our Client with a local professional passive nominee service agent in Dubai. Our one-time finder fee is US\$1,950 and includes **i)** supplying our Client with a detailed comparison table contrasting different local nationals interested in sponsoring the UAE entity; **ii)** aggressively and skilfully negotiating the annual local agent service fees; **iii)** crafting a local agent service agreement that protects our Client foreign investment in Dubai; **iv)** supplying our Client with detailed due diligence [documentation](#); **v)** facilitating a skype or multi-party free dial in conference call with your preferred sponsor; and **vi)** registering the agent appointment with the government authorities;

Depending on the local service agent selected, our Client should budget to pay annual agent service fees ranging from US\$5,000 to US\$12,000. For transparency purposes, this annual fee is payable directly to the Dubai local agent by our Client, independently of Healy Consultants Group. As we aggressively and skilfully negotiate the minimum annual fees with your preferred local agent, Healy Consultants Group will cc our Client in our email communications;

- 15.** Some of our Clients' require an [immediate IFZA solution](#). Within 1 week, Healy Consultants Group can supply our Client **i)** an existing dormant IFZA company number and **ii)** an already approved multi-currency corporate bank account and **iii)** a city center business address. Turnkey solutions are attractive to multi-national Clients' who wish to immediately close a country deal, sign a legal contract or invoice a customer;



- 16.** Refer to [this important web page](#) for additional terms and conditions applying to this country engagement.
- 17.** Thank you for your business and we look forward to working closely with you over the coming months, as we create your IFZA free zone subsidiary.

Best regards

Aidan Healy

Aidan Healy

[Chairman](#)

Healy Consultants Group