

## Jebel Ali Free Zone Authority (JAFZA) LLC set up

*Client to provide*

*Address to be provided*

Date: Tuesday, December 12, 2023

Invoice No: 20XX– XX – XX

Professional services for <a href="#">JAFZA free zone</a> LLC	Notes	Year 1 US\$	Year 2 US\$
Dubai <a href="#">JAFZA free zone</a> company incorporation	1.	6,300	1,050
One-time fee to locate <a href="#">office premises</a> in JAFZA	2.	950	0
UAE multi-currency corporate <a href="#">bank account</a> opening (with travel)	3.	4,950	0
Estimated Government <a href="#">company registration</a> fees	4.	1,365	0
Estimated <a href="#">Government annual fees for a Trading License</a>		4,630	4,630
Healy Consultants Group <a href="#">project-management</a> fees	5.	5,900	0
Estimate of annual <a href="#">accounting and tax</a> filing services (active company)	6.	0	7,970
Corporate tax registration fees	7.	950	0
UAE annual statutory reporting and appointing obligations	8.	2,150	2,150
VAT (5%)	9.	1,060	558
<b>Total</b> Healy Consultants Group fees payable <a href="#">by instalments</a>	10.	<b>28,255</b>	0
Estimate of Healy Consultants Group fees after <a href="#">12 months</a>	11.		<b>16,358</b>

This invoice needs to be tailored for each Client. The above professional services and fees represent the average requirements of our multi-national Clients'. I recommend you carefully read the notes in the following pages; 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. Within [six weeks](#) from receipt of engagement fees and signed documents, Healy Consultants Group will complete JAFZA company incorporation. Before submitting a quality company incorporation application to the [JAFZA Authority](#); our Staff and Client will detail-discuss the important business set up considerations outlined on [this web page](#) (click link).
2. Before approving the registration of the company, the JAFZA Authority will require a lease agreement for [office premises](#). Healy Consultants Group will assist our Client secure a simple, practical, low cost office solution. As always and on behalf of our Client, my team and I will aggressively and skilfully negotiate the minimum office rental costs and the optimum terms and conditions. For transparency purposes, I will cc you in some of my email communications with the DMCC Government. The average annual rental is US\$16,500 for a dedicated office to house one employee; and
3. Healy Consultants Group will secure UAE multi-currency corporate bank account numbers for our Client. 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 require a face-to-face meeting with the directors and bank signatories, before bank account numbers are issued. 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 business plan, including annual expected inflow and outflow of funds; and
  - ✓ contact multiple banks to secure their written confirmation, welcoming a formal multi-currency corporate bank account opening application; and
  - ✓ weekly follow up with the bankers to aggressively and skilfully secure a timely multi-currency corporate bank account approval.
4. This fee is an estimate of total Government costs payable during your Firm's engagement. The estimate also includes JAFZA fee for the issuance of a [general trading license](#). For transparency purposes, all Government fee payments will be supported by original receipts and invoices.
  5. Healy Consultants Group [project-management](#) fees relate to time and resources dedicated to *i)* thoroughly research and plan the JAFZA business set up for our Clients specific business and *ii)* devise strategies to minimise the total engagement period and *iii)* complete the engagement without your travel and collate and *iv)* supervise the legalisation and attestation and translation of Client documents and *v)* weekly detailed engagement [status updates](#) to our Client and *vi)* advise accounting & tax & legal & compliance considerations and *vii)* find solutions to [challenges that occur](#) throughout the engagement; and
  6. 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 JAFZA legal & accounting & [audit](#) statutory obligations. Refer to this [web page](#) to better understand this important annual professional service. For a dormant inactive company, our fees are [only US\\$1,200](#).

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7. It is a new mandatory requirement to register your company for corporate tax;
8. For both active and dormant JAFZA entities, the UAE Government demands annual statutory [reporting](#) including **i)** [economic substance](#) and **ii)** Ultimate Beneficial [Owners registry](#). Furthermore, each JAFZA entity must appoint a resident company coordinator, whose annual responsibilities include **i)** securely maintaining company records and **ii)** liaising with the JAFZA 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; and
9. 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.
10. 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.
11. After company incorporation, our in-house Accounting and Tax [Department](#) will help our multi-national Clients' with the following statutory Government reporting obligations:

No	Statutory reporting obligations	When	Comments
1.	VAT returns	Quarterly	Companies with turnover ≥ AED375,000
2.	Payroll reporting	Monthly	For staffed companies
3.	<a href="#">ESR</a> filing	Semi-annually	For both dormant and active companies
4.	Audited financial statements	Annually	For both dormant and active companies

12. Multi-national Clients looking to serve the UAE market, must appoint an [Emirati Service Agent](#) (LSA or Sponsor). As always, Healy Consultants Group will be pleased to provide our Client with local professional passive nominee service agent services. Our one-time finder fee of US\$2,250 includes **i)** supplying our Client with a detailed comparison table contrasting different local nationals interested in sponsoring the UAE entity and **ii)** aggressively and skilfully negotiating the annual local agent service fees and **iii)** crafting a local agent service agreement that protects our Client's Dubai business and **iv)** supplying our Client with detailed due diligence [documentation](#) about the preferred agent and **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. The estimated total annual LSA fees amounts to US\$6,000. For transparency purposes, this annual fee is payable directly to the Dubai local agent by our Client, independently of Healy Consultants Group;
13. In accordance with [JAFZA Authority](#) requirements, there is **i)** no minimum share capital requirement for JAFZA company and **ii)** audited financial reports need to be submitted after each of Financial Year End (FYE);

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14. In accordance with the [UAE VAT law](#), a JAFZA 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.
15. Some of our Clients require an [immediate JAFZA solution](#). Within 1 week, Healy Consultants Group can supply our Client **i)** an existing dormant JAFZA company number and **ii)** an already approved local 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](#) to read additional terms and conditions applying to this country engagement;
17. 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;
18. Thank you for your business and we look forward to working closely with you over the coming weeks as we build your JAFZA setup business.



Best regards,

*Aidan Healy*

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Aidan Healy

[Chairman](#)

Healy Consultants Group

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