

## Delaware turnkey company with Citi bank corporate bank account

Our Client

Address

Date: Tuesday, January 12, 2021

Company license No.: 268868

TRN.: 100399843000000

Invoice No: 2020-12-04PE

Professional services for Delaware <a href="#">turnkey solution LLC</a>	Notes	Year 1 US\$	Year 2 US\$
Delaware dormant clean <a href="#">shelf company</a> ( <i>Premier Sino Consultants LLC</i> )	1.	5,350	0
Delaware registered agent and legal <a href="#">registered office</a> fees	2.	1,200	1,100
Actual <a href="#">Government fees</a> for the engagement	3.	310	300
Already approved <a href="#">Citi bank corporate bank account</a>	4.	4,950	0
Corporate structure changes including new bank signatory	5.	2,450	0
Estimate of annual <a href="#">accounting and tax</a> fees	6.	2,300	2,300
<b>Total Healy Consultants Group PLC fees payable this week</b>	<b>7.</b>	<b>16,560</b>	<b>0</b>
Estimate of total fees payable after 12 months	8.		<b>3,700</b>
Initial deposit already injected into Citi bank account	9.	6,255	

<i>Below is solely for the regulatory requirement of the <a href="#">Federal Tax Authority, UAE</a></i>	AED in 2020
UAE VAT (0%)	0
<b>Total Healy Consultants fees payable (AED) - Exchange rate @3.672500</b> Seventy-five thousand and three-hundred forty one	75,341

**Note:** I recommend you carefully read the notes below to confirm and understand all services required by our Firm, eliminating the risk of unwanted fee surprises during the engagement;

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### Notes to invoice above:

1. Healy Consultants Group PLC's fees to supply our Client with a dormant, clean Delaware shelf company "Premier Sino Consultants LLC" with registration number 6279219, registered on 12-01-2017. All Government fees paid up to date and historic annual accounting and tax and legal and audit obligations complete. Within 1 business day after confirmation of fee settlement, my team and I will email you **i)** Delaware company numbers **ii)** IRS tax ID number **iii)** USA multi-currency corporate bank account numbers with [Citi bank](#) and **v)** a proforma Delaware LLC sales invoice template on your company letterhead, complying with Delaware company law ([click link](#));

All [engagement fees](#) are agreed and paid upfront and align with the fees published on our [Delaware web pages](#). Consequently, there are no hidden fees, surprises or ambushes throughout the engagement. All engagement deadlines are agreed upfront 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 emails Our Client a detailed engagement [status update](#). Our Client is immediately informed of engagement problems and solutions and progress. In your preferred language, your dedicated Engagement Project Manager will communicate with you via cell phone, Skype, WhatsApp, Viber, SMS, WeChat, Telegram, QQ, Facebook Messenger or Line Messenger;



2. In accordance with the [Limited Liability Companies Act](#), each Delaware LLC must appoint a registered agent, resident in Delaware. Healy Consultants Group PLC will be your Delaware company agent, for which our annual responsibilities include **i)** preparation and filing of annual reporting obligations **ii)** securely maintaining company records **iii)** liaising with the Delaware Government on behalf of our Client **iv)** legal filing of changes of company structure and **v)** reminding our Client of statutory deadlines to keep the company in good standing;

In accordance with the [Limited Liability Companies Act](#), a Delaware LLC shall, from the date of its incorporation, have a legal registered office in Delaware, to which all official government communications and notices may be addressed. To comply with this statutory requirement, Healy Consultants Group PLC's Delaware business office is the registered office address for your Delaware Company. Thereafter, this address is used to receive Government correspondence including **i)** annual and quarterly tax returns; **ii)** employee payroll tax and pension correspondence. Most of our Clients wish to place Healy Consultants Group PLC Delaware [office address](#) on invoices, contracts, websites, and business cards. However, Our Client expect no physical commercial correspondence, nor Client communication, to be received at this address. They expect only Government mail;

3. Incurred Government costs include **i)** reserving the new company name with the [Division of Corporations](#); **ii)** preparation of company certificate of members **iii)** arrange for publication of company details; and **iv)** submission of certificate and affidavits of publication. Following engagement completion, Healy Consultants Group PLC will refund our Client any excess of funds received over actual Government costs paid for the company transfer filings. These fees do not include annual franchise taxes payable directly and independently by our Client. Our Client should expect an estimated average cost of US\$650 for this annual franchise tax;

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4. Our Client will be appointed as new sole signatory to the clean, dormant, already approved USD Citi bank Chicago bank account. All going well, and within 2 months of submitting the change of bank signatory application, our Client should expect an email from [Citi bank](#) approving the appointment of the new bank signatory. Within three weeks of this, our Client will receive e-banking access to view incoming funds transfers, and to action outgoing funds transfers.

To secure timely approval from [Citi bank](#) for the change of bank signatory, Healy Consultants Group PLC strategy is:

- ✓ Your dedicated relationship officer will prepare a quality business plan to attract a welcome email from [Citi bank](#) inviting the new bank signatory change. The business plan optimizes the probability of the bank approving corporate bank account signatory transfer. As you can appreciate, it is difficult to obtain bank account approval for change of signatory when shareholders, directors, and signatories reside overseas.
- ✓ Simultaneously, and to hedge the risk of [Citi bank](#) not approving the appointment of the new bank signatory in a timely manner, Healy Consultants Group PLC will submit a multi-currency corporate bank account opening application to at least one additional backup bank. In accordance with Healy Consultants Group PLC's "[guaranteed corporate bank account approval or your money back](#)" policy, our additional fee per additional corporate bank account approved is US\$1,250;
- ✓ At the time of bank signatory change, we recommend to keep [the corporate structure simple](#) by appointing Our Client as an individual shareholder(s), director(s) and bank signatory;
- ✓ There is a 50% probability that [Citi bank](#) in-house Legal and Compliance Department will demand the new bank signatory and non-resident directors to travel to the USA for a one-hour interview before the bank account is successfully transferred. Healy Consultants Group PLC will aggressively and skillfully negotiate with the bank for a travel exemption. If travel to the USA is required during the engagement, our Firm will refund US\$950 and action [this travel policy](#). If the bank also requests Healy Consultants Group PLC nominees to visit the branch, there will be an additional fee of US\$3,950 per trip payable to cover disbursements.
- ✓ Global banks [continue to tighten](#) corporate bank account signatory transfer procedures, and their internal Legal and Compliance Departments are completing more thorough [due diligence](#) of bank signatories, directors, shareholders, and UBOs. During the engagement, the bank will likely revert to Healy Consultants Group PLC and Our Client to request additional KYC information, including **i)** details of existing business; **ii)** reason for transferring bank accounts in the USA **iii)** proof of business globally and in-home country including evidence of contracts, invoices, and agreements with local Clients and **iv)** list of suppliers and Clients in the USA; **v)** lease agreement; and **vi)** proof of net worth from Our Client and evidence they are complying with their country and USA personal and corporate tax reporting obligations. As always, Healy Consultants Group PLC will liaise with the bank to secure exemption from these requirements. We assume Our Client will timely supply this information and supporting documents, or there will be an engagement delay.

To minimize engagement surprises and align all parties' expectations, I recommend you read [this web page](#), specially the due diligence documentation section;

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5. Healy Consultants Group PLC assists our Client in appointing them as the director, shareholder and sole bank signatory of the Delaware entity. Depending on our Client's business and the efficiency of the Government and bank, this process will be complete within 6 weeks. Specifically, and in this order, Healy Consultants Group PLC will assist our Client **i)** change shareholders and directors and legally update the Delaware register of [shareholders and directors](#) and **ii)** secure new e-banking access and then **iii)** appoint a new bank signatory and then **iv)** change company name and business activity (if required).
6. For an active trading company, these [accounting and tax](#) fees are an estimate of Healy Consultants Group PLC fees to efficiently and effectively discharge your annual company accounting and tax obligations. Following receipt of a set of draft accounting numbers from your company, Healy Consultants Group PLC will more accurately advise accounting and tax fees. For a dormant company, Healy Consultants Group PLC fees are only US\$950;
7. 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 a business day, it is possible Healy Consultants Group PLC inadvertently made fee calculation errors, typing errors or omitted services or omitted historic fee payments from our Client. In the unfortunate event you identify invoice errors, please revert to me directly regarding the same. I apologize in advance if I or my staff made invoice errors. This invoice is zero rated for UAE VAT;
8. Assuming our Clients re-engage Healy Consultants Group PLC in year 2, this is an estimate of the fees payable next year, 12 months after the date of company registration.
9. To activate the corporate bank account it was necessary for Healy Consultants Group PLC to deposit US\$6,255 with Citi bank. Over the coming days, your dedicated relationship officer will email our Client a bank statement as evidence of the same. This amount will be reimbursed by our Client to Healy Consultants Group PLC before transfer of the corporate bank account;
10. Value Added Tax (VAT) rate implemented by the Government of the United Arab Emirates for sale of goods and services as of 1st January 2018. Healy Consultants PLC is obliged to collect this tax and pay it to the UAE Government;
11. The fees quoted in this sales invoice today are a prediction of the fees required to efficiently and timely complete this engagement. If during the engagement, Healy Consultants Group PLC realises 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 business and nationality, the 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 fees for this service. However, the Government enjoys the ultimate power of approval of company corporate structure changes and business licenses;
13. 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.

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14. 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 transfer 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 office.
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15. If our Client requires non-resident nominee shareholder and [director services](#), Healy Consultants Group PLC will be pleased to assist. Our fee for professional, passive nominee non-resident corporate shareholders amounts to US\$2,100 per year. Our fee to be both non-resident nominee director and shareholder amounts to US\$6,600 per year. Being the sole shareholder and sole director of a Client's company exposes Healy Consultants Group PLC to reputation, litigation and financial risk.
16. If required, Healy Consultants Group PLC will be pleased to assist Our Client to secure USA [employee visa](#) approvals. Our fee is US\$7,950 for the first employee, US\$5,950 for the second employee and US\$4,950 per employee thereafter. Our employee visa fees include the preparation of a quality USA visa application and submitting to the correct Government immigration officers. The Government enjoys the ultimate power of approval over visa applications. Consequently, guaranteed success is outside of Healy Consultants Group PLC's control. What is within our control is the preparation and submission of a high-quality immigration visa application that maximizes the likelihood of visa approval.
17. Monthly and annual Government tax obligations include payroll reporting, sales tax, and corporation tax return filing. If you need our help, Healy Consultants Group PLC can complete monthly Government reporting for a monthly fee of US\$860. Healy Consultants Group PLC's monthly support will include **i)** receiving in drop box the monthly invoices from our client **ii)** labelling monthly bank statement transactions **iii)** preparing and submitting sales tax returns and **iv)** submitting monthly employee payroll reporting.
18. Healy Consultants Group PLC will only change the corporate structure of your company after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group PLC will only appoint a new bank signatory after 100% of the Client's original due diligence documentation is received by courier.
19. To assist our Clients to minimize foreign exchange costs, our Client can settle Healy Consultants Group PLC fees in US\$, €, £, A\$ and CNY. Kindly let me know in which currency and we will send an updated invoice.
20. During the engagement, shareholders and directors documents may need to be translated before the Government and Bank approves corporate structure changes and bank account signatory change respectively. Consequently, our Client should budget for possible additional translation and embassy attestation 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.
21. During the annual renewal engagement with our Client, our in-house Legal and Compliance Department 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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22. Engage Healy Consultants Group PLC to [project manage](#) the set up of our Client's business in every country on the planet. We are the best in the [world](#) at what we do and we are a one-stop-shop for [the A to Z](#) of every country engagement;
23. 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 Client's new business;

Thank you for your business and we look forward to working closely with you over the coming weeks as we engineer your Delaware corporate structure.

Best regards,

*Aidan Healy*

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Aidan Healy

[Business owner](#) of Healy Consultants Group PLC

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### **Document and Attachments**

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