



Bolivia LLC Invoice

Our Client

Address to be provided

Date: Tuesday, June 27, 2017

Company Reg. No.: 921530

Invoice No: 2015 – 10 – 003p

Professional services for Bolivia LLC (without travel)	Notes	Year 1 US\$	Year 2 US\$
Bolivia LLC company formation fees (without travel)	1.	14,450	3,800
Assistance to locate office premises	2.	950	0
Estimated Bolivia Government registration fees	3.	600	0
Bolivia resident director appointment fees	4.	15,800	15,800
Tax and VAT registration and fiscal ID for 2 foreign individuals	5.	2,100	0
Bolivia corporate bank account opening fees (without travel)	6.	3,950	0
Monthly, quarterly and half-yearly tax reporting fees	7.	5,160	0
Estimate of annual accounting and tax fees	8.	0	2,300
Total Healy Consultants PLC's fees payable this month	9.	43,010	0
Estimate of Healy Consultants PLC's fees payable after 12 months			21,900

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

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Notes to invoice above

1. Healy Consultants PLC's fees to efficiently and effectively complete Bolivia company registration within [10 weeks](#) by **i)** choosing the optimum regulatory license for our Clients' business activities **ii)** reserving a company name with [Fundempresa](#) **iii)** settling our accountant and lawyer fees and **iv)** preparing a high quality company incorporation application for the Commercial Registry;

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 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. Before company incorporation is complete, the Bolivia Government must review and approve a lease agreement for office premises. If our Client requires this service from Healy Consultants PLC, our one-time fee amounts to US\$950. The monthly rent thereafter will be paid independently and directly to the landlord by our Client. An estimate of such a rental for a space of 10 sqm for one employee is US\$320 per month;
3. This fee is an estimate of government costs payable during our Clients' engagement. For transparency purposes, all government fee payments will be supported by original receipts and invoices. Examples of government costs include **i)** reserving the company name at the Commercial Registry; **ii)** publish the new company notice in the official National newspaper **iii)** register with the Public Register of Commerce, **iv)** buy the special books and **v)** register with the Chamber of Commerce and Industry, **vi)** register for national health insurance and short-term disability coverage and **vii)** Register at the Ministry of Labor, enroll in the "Registro Obligatorio de Empleadores-ROE". Following engagement completion, Healy Consultants PLC will refund our Client any excess of funds received over actual Government costs paid;
4. In accordance with the [Companies Act](#), each Bolivia LLC must have at least one individual director ordinarily resident in Bolivia. If required, Healy Consultants PLC will be pleased to provide our Client with a professional nominee director in Bolivia. Our fee amounts to US\$15,800 per annum;

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5. In accordance with Bolivia law, each entity must register for corporate tax and VAT at the [Servicio de Impuestos Nacionales](#). Our fee for this purpose will be US\$950.

All the directors and shareholders of a Bolivia LLC company are required to obtain a Fiscal code and a tax identification number. If required, Healy Consultants PLC's fees for each application amounts to US\$575 per person;

6. Healy Consultants PLC will be pleased to open a Bolivia corporate bank account without our Client travel. It is a time consuming task, and Healy Consultants PLC will shelter our Client from the associated administrative challenges. As you can appreciate, it is a difficult task to obtain bank account approval through a newly formed company. Healy Consultants PLC will prepare a business plan for the bank to optimize the probability of corporate bank account approval.

Depending on our Clients' 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 PLC will try its best to negotiate with the bank for a travel exemption. If our Client must travel to Bolivia for corporate bank account opening, Healy Consultants PLC will refund US\$950;

The banks enjoys ultimate power of approval of corporate bank account applications. Consequently, guaranteed success is outside of Healy Consultants PLC' control. What is inside our control is the preparation and submission of a high-quality bank application that maximizes the likelihood of approval;



Global banks continue to tighten corporate bank account opening procedures, their internal compliance departments completing more thorough due diligence of Clients. Consequently, our Client should expect the bank account approval period to take at least 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;

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7. Monthly, quarterly and mid-year Government tax obligations include monthly payroll and VAT reporting. If our Client needs our help, Healy Consultants PLC can complete monthly Government reporting for a monthly fee of US\$860. For the first 6 months' post company registration, Healy Consultants Group PLC will timely and accurately complete this statutory task.

Healy Consultants 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 VAT returns and iv) submission of monthly employee payroll reporting. If required, to minimize monthly costs, Healy Consultants Group PLC will assist our Client recruit a local in-house accountant to remotely complete this monthly task.

8. For an active trading company, these [accounting and tax](#) fees are an estimate of Healy Consultants PLC fees to efficiently and effectively discharge our Clients' annual company accounting and tax obligations. Following receipt of a set of draft accounting numbers from your company, Healy Consultants PLC will more accurately advise accounting and tax fees. For a dormant company, Healy Consultants PLC fees are only US\$950;
9. All fees quoted in this invoice correspond to fees quoted [on Healy Consultants PLC's website](#). Please review this invoice carefully to identify errors. During the rush of the business day, it is possible that Healy Consultants 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 Client re-engages Healy Consultants PLC in year 2, this fee is an estimate of the fees payable next year, 12 months after the date of company 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 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. If Healy Consultants PLC completes the engagement faster and more easily than expected, Healy Consultants PLC is happy to refund some fees to our Client;
12. Engage Healy Consultants 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;



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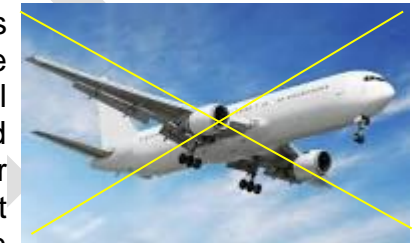


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13. In accordance with Bolivia Company Law, the issued share capital of a LLC is US\$1. However, if our Client is required to secure a business license, the minimum share capital requirement will be higher;
14. Depending on our Clients' business and nationality, the Bolivia Government may require a special regulatory license to carry on your business in the country. Healy Consultants PLC will assist our Client secure license approval; there may be additional engagement fees. However, the Government enjoys ultimate power of approval of company registrations and business licenses;
15. If our Client and Healy Consultants PLC properly plan this engagement, our Clients' directors and shareholders will **not** have to travel during this engagement. Healy Consultants PLC will efficiently and effectively complete company registration and corporate bank account opening in a timely manner without our Client 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 PLC office;
16. If our Client requires nominee shareholder and director [services \(click link\)](#), Healy Consultants PLC will be pleased to assist. Our fee for professional, passive nominee corporate shareholder amounts to US\$2,100 per annum. Our fee to be both nominee director and shareholder amounts to US\$15,800 per annum. Being the sole shareholders and sole director of a Client's company exposes Healy Consultants PLC to reputation, litigation and financial risk;
17. If required, Healy Consultants PLC will be pleased to assist our Client secure employee [visa](#) approvals. Our fee is US\$2,950 for the first employee, US\$1,950 for the second employee, US\$950 per employee thereafter. Our employee visa fees includes preparation of a quality visa application and submitting to the Government immigration officers. The Government enjoys ultimate power of approval of visa applications. Consequently, guaranteed success is outside of Healy Consultants PLC' 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;
18. Some of our Clients request Healy Consultants 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 US\$950. Monthly rental thereafter is paid directly to the landlord, independently of Healy Consultants PLC;
19. It is important our Client is aware of their personal and corporate tax obligations in their country of residence and domicile. Let us know if you need Healy Consultants PLC help to clarify your local and international annual tax reporting obligations;



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20. During the engagement, shareholders and directors' documents may need to be translated into the local language; before the Government and Bank approves company registration and corporate bank account opening respectively. Consequently, our Client should budget for possible additional translation and embassy attestation fees. Either our Client or Healy Consultants PLC can complete this administrative task;

As always, Healy Consultants 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. Some of our Clients' require an [immediate country solution](#). With this strategy, within a day Healy Consultants PLC can supply our Client **i)** an existing dormant Bolivia company number and **ii)** an already approved Bolivia 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;
22. As stipulated on our [business website](#) and in section 3 of our engagement letter, Healy Consultants PLC will only commence the engagement following **i)** settlement of our fees and **ii)** completion and signing of our legal engagement letter;
23. Healy Consultants PLC will only incorporate your company after 75% of [due diligence documentation](#) is received by email. Healy Consultants PLC will only open a corporate bank account after 100% of the Client's original due diligence documentation is received by courier;
24. 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 PLC may revert to our Client to ask for more up to date [due diligence documentation](#);
25. To assist our Clients to minimize foreign exchange costs, we offer the payment in SG\$, Euro, Pounds or US\$. Kindly let me know in which currency your Firm prefers to settle our fees and I will send an updated invoice, thank you;
26. Some of our Clients engage Healy Consultants 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;



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Thank you for your business and we look forward to working closely with you over the coming weeks as we [project manage](#) our Clients' Bolivia business setup.

Best regards,

Aidan Healy

Aidan Healy

[Business owner](#)

Healy Consultants PLC Group

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