

Korpus Prava

LAW & TAX

HONG KONG

Registration
and administration
of companies

Schedule of Fees



Service description**Cost, €**

The prices exclude VAT

Registration		
1	Name approval Preparation of documents for company incorporation, drafting Articles of Association Filling out of the registration forms Registration of company in the Companies Registry Receipt of incorporation documents Apostille of documents Issue of Corporate register and Share certificate Preparation of Administrative agreement and Trust Deed Payment of fees and duties related to the registration	1 700
2	Business Registration Certificate	350
Nominee and related services		
3	Nominee Shareholder (legal entity) / annual	500
4	Nominee Shareholder (physical person) / annual	1 200
5	Director (legal entity) / annual ¹	1 200
6	Director (physical person) / annual ¹	1 800
7	Secretary service / annual: <ul style="list-style-type: none">Registered officeIncumbency CertificateShare CertificateCorporate RegisterAssistance in communication with the courts, tax authorities, banksSigning of the documentsArchiving of documentsReceipt and archiving of correspondence	1 200
8	Support in opening of a bank account	3 000
9	Receiving LEI code (including registration fee)	400
10	Annual maintenance / renewal of the LEI code (including fee)	250
11	Power of Attorney (including notary certification / certified true copy and apostille)	500
12	Compliance, KYC and AML monitoring / annual	850
Certificates and incorporation documents		
13	Certificate of Continuing Registration (equivalent to Certificate of Good Standing)	500
14	Additional set of Incorporation documents under apostille	1 000
15	Additional Articles of Association: <ul style="list-style-type: none">no Apostilleunder Apostille	230 500
16	Additional incorporation certificates / per certificate: <ul style="list-style-type: none">no Apostilleunder Apostille	100 200
17	Apostille per document	100
18	Notary certification per document	350
19	Notary certification per several documents (two and more)	500
20	Notary certification per document under Apostille	450
21	Notary certification per several documents (two and more) under Apostille	600

1. According to the new Company Ordinance private companies must appoint one natural person as a physical director.

#	Service description	Cost, €
<i>The prices exclude VAT</i>		
Change in company structure		
22	Change of company name	1 000
23	Change of company address	1 000
24	Change of Director	1 000
25	Change of Shareholder: sale-purchase of shares inside the group with an instrument of transfer	1 000
	Change of Shareholder: sale-purchase of shares to a non-affiliated party, including an agreement of sale-purchase shares (on an hourly basis)	from 5 000
26	Change of Beneficial owner	1 000
27	Amendments to the Articles of Association	from 500
28	Additional Issue of shares (excluding government fees)	1 000
29	Reduction of share capital (excluding government fees and court costs)	1 000
30	Company liquidation (winding up)	from 6 000
31	Obtaining confirmation of offshore status	from 3 500
32	Company deregistration (strike off)	1 000
33	Restoration of the company (excluding government fees and court costs)	500
34	Company transfer from another service provider	2 000
35	Change of company details or client in bank's records	500
Other registration procedures		
36	Company search at the Registrar of Companies:	
	Certified by the Registry	100
	Under Apostille	200
Other services (including consulting and representation)		
37	Documents delivery / per delivery	from 60
38	Services escrow-agents – 2% of transaction amount (minimum of 1 000 EUR, a maximum of 10 000 EUR)	2% (from 1 000)
39	Overseas business trip of an employee at the client's request (per day, including arrival and departure dates). Extra costs for accommodation and flight expenses are applied	1 200
40	Expert opinion on tax and legal issues (person/hour)	from 150 to 450
41	Drafting of agreements (is charged on an hourly basis: minimum 1 person/hour of lawyer's work)	from 150
42	Shareholders Agreement drafting per hour (is charged on an hourly basis: minimum 1 000 EUR, maximum 10 000 EUR)	from 1 000
Audit and Book-keeping		
43	Audit and Book-keeping (depending on the company's activities)	from 1 500
Penalties for late payment		
44	Penalties for late payment of annual fees:	
	1 month (% of invoice amount)	10%
	2 months (% of invoice amount)	20%
	3 months (% of invoice amount)	30%
	over 3 months	termination of service



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