

Qatari Joint Venture LLC

Client to provide

Company Reg. No.: 921350

Address to be provided

Date: Tuesday, January 12, 2021

Invoice No: 2020 – 12 – 031SE

Professional services for Qatar JVC (without travel)	Notes	Year 1 US\$	Year 2 US\$
Qatar company formation fees (without travel)	1.	7,025	1,400
Estimated Qatari Government registration fees	2.	7,144	2,900
Assistance finding office premises	3.	950	0
Project management fees for a 2-month engagement	4.	4,580	0
Qatari corporate bank account opening fees (without travel)	5.	4,950	0
Government registrations post incorporation	6.	3,950	0
Estimate of annual accounting and tax fees	7.	0	2,300
Total Healy Consultants Group PLC fees payable this month	8.	28,599	0
Estimate of total fees payable after 12 months	9.		6,600

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 PLC fees to timely and efficiently complete Qatari JV LLC registration within [5 weeks](#) by **i)** securing regulatory licence exemption for our Client's business activities **ii)** agreeing the optimum corporate structure **iii)** settling our accountants' and lawyers' fees and **iv)** preparing and submitting a high quality company incorporation application to the [Ministry of Commerce & Industry](#).

All [engagement fees](#) 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 Group PLC emails our Client a [detailed status update](#). Our Client is immediately informed of engagement problems together with solutions. In your preferred language, our Staff are reachable by cell phone call, WhatsApp, Skype and Zoom video call.

2. This fee is an estimate of government costs payable during your Firm's 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 with the [Ministry of Commerce & Industry](#) (MOCI) **ii)** registering the corporate documents with the [Commercial Companies Control Department](#) **iii)** paying the Chamber of Commerce fee at MOCI and **iv)** obtaining the company registration certificate from MOCI **v)** obtaining the Municipal Licence from MOCI and **vi)** registering the company with the [Public Revenues and Tax Department](#). Following engagement completion, Healy Consultants Group PLC will refund our Client any excess funds received over actual government costs paid.
3. Before company incorporation is complete, the Qatari government must review and approve a lease agreement for office premises. If your Firm requires this service from Healy Consultants Group PLC, our one-time fee amounts to US\$950. The monthly rent thereafter will be paid independently and directly to the landlord. An estimate of monthly rental for a 10 sqm space for one employee is US\$2,500.
4. Healy Consultants Group PLC project management fees relate to time and resources dedicated to:
 - a. thoroughly researching and planning Qatar business set up for our Client;
 - b. devising strategies to **i)** minimise the total engagement period **ii)** complete the engagement without our Client travelling and **iii)** avoid the need for a specific regulatory licence;
 - c. Negotiating with the [Ministry of Commerce & Industry](#) **i)** low level of share capital requirements and **ii)** avoiding the need for a Qatar [national shareholder](#).
 - d. Drafting a feasibility study, necessary for the pre-approval process;
 - e. agreeing the optimum corporate structure with our Client;
 - f. choosing the optimum regulatory license for our Client's business activities;
 - g. injecting the paid up share capital on our Client's behalf.
 - h. collating and supervising the legalisation and attestation and translation of Client documents;
 - i. weekly detailed engagement [status updates](#) to our Client and weekly Friday conference calls;
 - j. ascertaining the specific accounting, tax, legal and compliance considerations;
 - k. finding solutions to [challenges that occur](#) throughout the engagement.

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5. Without bank signatory travel, Healy Consultants Group PLC will secure multi-currency corporate bank account numbers for our Client's Qatari company. From the moment a quality complete multi-currency corporate bank account opening application is submitted to the bank, I expect it will take two months to secure corporate bank account numbers. In most cases, we can secure corporate bank account numbers without our Client's travel to Qatar. When Qatari travel is unavoidable, we refund US\$950. This is the most challenging part of the engagement. Consequently, we apply our [Guaranteed Bank Account Approval or your Money Back](#) policy. To maximise the probability of successful multi-currency corporate bank account approvals Healy Consultants Group PLC 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.

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



6. After company registration is complete, Healy Consultants Group PLC will complete multiple government registrations including **i)** applying for a municipal trade licence in Doha, **ii)** applying for an Employer's Immigration Department Identity Card **iii)** applying for a signage licence **iv)** registering for income tax with the Companies Registry and **v)** registering the company with the [Labor Department](#).

7. 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.

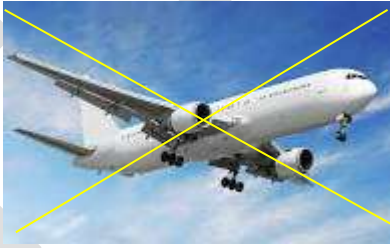


8. All fees quoted in this invoice correspond to fees on [Healy Consultants Group PLC's website](#). Please review this invoice carefully to identify errors (if any). During the rush of the business day, it is possible that Healy Consultants Group PLC Staff inadvertently made fee calculation errors, typing errors or omitted services or historic fee payments from Clients. In the unfortunate event you identify invoice errors, please revert to me directly. I apologise in advance if I or my staff made invoice errors.

9. Assuming our Clients re-engage Healy Consultants Group PLC in year 2, this fee is an estimate of the fees payable next year, 12 months after the date of company registration.

10. In accordance with the [Qatar Commercial Companies Law](#), a joint venture company is required to have at least 51% of the shares held by Qatari locals. If required, Healy Consultants Group PLC will be pleased to provide your firm with a professional nominee shareholder from Qatar. Our one-time finder fee is US\$2,850. Estimate annual nominee fees payable directly to the nominee will be US\$41,320.

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11. In accordance with [Qatar Commercial Companies Law No\(5\) of 2002](#), the issued share capital of US\$55,000 can be deposited to the company bank account after company incorporation is complete. There is no specific timeframe for capital injection and will depend on the banks' minimum duration for initial deposit; normally one month.
12. 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 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. If Healy Consultants Group PLC completes the engagement faster and more easily than expected, Healy Consultants Group PLC is happy to refund some fees to our Client.
13. Engage Healy Consultants Group 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.
14. If our Client and Healy Consultants Group PLC properly plan this engagement, our Client will **not** have to travel during this engagement. Healy Consultants Group PLC will efficiently and effectively complete company registration and corporate bank account opening in a timely manner without our Client's presence. Instead, our Client will need to **i)** sign and get documents legalised in the embassy in their country of origin and **ii)** courier the originals to Healy Consultants Group PLC office. 
15. Depending on our Client's business and nationality, the Qatari government may require a special regulatory licence to carry on your business in the country. Healy Consultants Group PLC will assist our Client secure licence approval. There may be additional engagement fees. However, the government enjoys ultimate power of approval over company registrations and business licences.
16. Some of our Clients engage Healy Consultants Group PLC to [recruit local employees](#). We have a lot of experience and we are quite skilled at securing quality candidates for our Clients.
17. If required, Healy Consultants Group PLC will be pleased to assist your firm to secure [employee visa approvals](#). Our fee is US\$5,950 for the first employee, US\$4,950 for the second employee and US\$3,950 per employee thereafter. Our employee visa fee includes preparation of a quality visa application and submitting it to the correct government immigration officers. The government enjoys ultimate power of approval over visa applications. Consequently, guaranteed success is outside of Healy Consultants Group PLC'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.
18. Monthly, quarterly and mid-year government tax obligations include monthly and quarterly payroll reporting, 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 monthly support will include **i)** receiving in Dropbox the monthly invoices from our Client **ii)** labelling monthly bank statement transactions **iii)** submission of monthly employee payroll reporting.

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19. It is important our Clients are aware of their personal and corporate tax obligations in their country of residence and domicile. Let us know if you need Healy Consultants Group PLC help to clarify your local and international annual tax reporting obligations.

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 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. Some of our Clients require an [immediate Qatar solution](#). With this strategy, within a day Healy Consultants Group PLC can supply our Client **i)** an existing dormant Qatar company number and **ii)** an already approved Qatar 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 Group 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 Group PLC will only incorporate your company after 75% of [due diligence documentation](#) is received by email. Healy Consultants Group 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 Group PLC may revert to our Client to ask for more up to date [due diligence documentation](#).

25. To assist our Clients to minimise foreign exchange costs, we offer 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.

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Thank you for your business and we look forward to working closely with you over the coming months as we [project manage](#) your Qatar business setup.

Best regards,

Aidan Healy

Aidan Healy

[Business owner](#)

Healy Consultants Group PLC

Tel: +971 4266 1422 (direct)

Address: Office 119-120, First Floor, Regus Business Center WLL, D – Ring Road. Doha

Skype: healyconsultants

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