



BUSINESS SERVICES LIMITED

OFFSHORE INCORPORATION PACKAGE

Offshore Incorporation Package

- British Virgin Islands Limited Company*	HK\$8,800
- Samoa Limited Company	HK\$8,300
- Seychelles Limited Company*	HK\$8,300

Package Includes:

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|--|-------------------------------------|-----------------------|
| 1 Certificate of Incorporation | 4 Approval as First Director(s) | 7 Common Seal |
| 2 4 Copies of Memorandum & Association | 5 Share Certificates | 8 Company Chop |
| 3 1st Directors Meeting Minutes | 6 Share Transfer Documents (if any) | 9 Statutory Book |
| | | 10 Premium Folder Set |

Approx. 10 Working Days for Newly Incorporated Company and 2 Working Days for Shelf Company.
*Filing Fee for British Virgin Islands or Seychelles Limited Company is NOT Included.

Also Including

- 30 Minutes Consultation on Accounting, Audit and Tax
- 30 Minutes Consultation on Cloud Business Solutions

Annual Renewal Services

Price (HK\$)

1. British Virgin Island (BVI) Limited Company*	
2. Samoa Limited Company	HK\$8,000
3. Seychelles Limited Company	

Optional Services

Details

Price (HK\$)

1. Preparation of Required Registered Documents for New Corporate Bank Account Setup	Excluding any Bank Charge	HK\$2,800
2. Certified True Copy of Statutory Documents	Per Document	HK\$500
3. Preparation for Certificate of Incumbency	Per Document	HK\$2,000
4. Preparation for Letter of Good Standing	Per Document	HK\$2,000
5. Company Secretarial Services	Including 1 Change of Director or Company Name per Year Excluding any Government Fee	HK\$2,400
6. Filing Fees (For BVI and Seychelles Companies Only)	Per Submission Excluding any Government Fee	HK\$2,000
7. Preparation & Submission of Share Transfer	Per Submission Excluding any Government Fee	HK\$2,800

Note: Offshore Incorporation services are offered for a pre-paid term, are offered for a pre-paid term. The compulsory Company Secretarial Services subscription will automatically renew at the end of each subscription term for another subscription term. You agree that we may automatically renew your subscription and charge your account and credit card at the expiry date of your last subscription (the "Renewal Date"), unless you cancel your subscription before the Renewal Date, or NOVA ceases to offer the subscribed services. You will receive an email notice approximately 30 days prior to the Renewal Date informing you about the expiry of your current subscription term and the Renewal Date when your subscription will be renewed and your account charged. All notices regarding your subscription will be sent to your last email of record. To cancel your subscription without your account being charged for the next term, you must do so before the Renewal Date. Please keep a record of the expiry date of your current subscription term and the next Renewal Date. You are responsible for the timely cancellation of your subscription, whether or not you have received any notice from us. If you cancel within 30 days after the initial subscription date or the Renewal Date, your cancellation will be effective immediately. Otherwise, your cancellation will be effective at the end of the then-renewed subscription term for which you have already paid. The renewal payment is due on the Renewal Date and will automatically be charged to the same credit card that you used for the original subscription or the most recent renewal. Please notify NOVA Customer Service at 852-3180-7888 before the Renewal Date of any changes to your email, account or billing information. The renewal price will be based on the latest pricing scheme published on our website (www.nova.com.hk) for the subscription term plus the government fee that may incur. NOVA will give you advance notice in case of a price change. You will also receive a notice if there are any changes to the subscription terms and conditions. NOVA Business Services Limited shall not be responsible for any failure to provide any services(s), late or penalty payment; or any error or omission or any delay or interruption in the provision of any services(s) due to the verbal, written, and electronic communication. The sole obligation is limited to the services charges during the affected period only. You agree to waive, and not to make any claim for damages, direct or consequential, with respect to lost business or profits, arising out of failure to furnish any service(s); any error or omission with respect there to; or any delay or interruption of any service(s). Policies are subject to change. NOVA Business Services Limited reserves the right to issue refunds or credits at our sole discretion. In case of any doubt or discrepancy between the English version and Chinese version, the English version shall prevail.

^ FX rate at US\$1 = HK\$7.8 RMB\$1 = HK\$1.15 GBP£1 = HK\$10.0

Updated : 01 April 2018