

# SCOPE OF SERVICES

## Limited Liability Company

### 1. Company Formation Service Fee

Services and Documents Provided	Status
Prepare document	✓
Swiss Business Address (c/o) (Annual)	✓
Company kit	✓
Courier documents	✓

**United States Of America**  
**One IBC USA, Inc.**

Add: 19900 MacArthur Boulevard,  
Suite 1190, Irvine City, California  
92612, USA.

Tel: +1 949 864 6011

Email: usa@oneibc.com

One IBC USA, Inc. - Co Reg No: C4311740,  
Incorporated in California, United States  
Of America.

**Asia Pacific – Hong Kong**  
**One IBC Limited**

Add: Unit 1411, 14/Floor, Cosco Tower,  
183 Queen's Road Central, Sheung  
Wan, Hong Kong.

Tel: +825 3956 5968

Email: hongkong@oneibc.com

One IBC Limited ("Trust or Company Service  
Provider"), One IBC CPA Limited ("Certified  
Public Accountants"), One IBC Secretarial  
Limited, all companies incorporated in the Hong  
Kong SAR with limited liability.

**Asia Pacific – Singapore**  
**One IBC Pte. Ltd.**

Add: 1 Raffles Place, #40-02, One  
Raffles Place, Office Tower 1,  
Singapore 048616.

Tel: +65 9327 7999

Email: singapore@oneibc.com

One IBC Pte. Ltd ("Corporate Service  
Providers") - ACRA Filing Agent Number:  
FA20180115), Incorporated in Republic  
of Singapore with limited liability.

**Europe – Lithuania**  
**UAB One IBC**

Add: Lvovo str. 25, Mažoji bure  
15th floor, LT-09320, Vilnius,  
Lithuania.

Tel: +370 5266 4444

Email: support@oneibc.com

UAB One IBC - Co Reg No: 305170162,  
Incorporated in Lithuania.

**Asia Pacific – Vietnam**  
**One IBC Vietnam Company Limited**

Add: 507B Huynh Tan Phat Street,  
Tan Thuan Dong Ward, District 7, Ho  
Chi Minh City, Vietnam

Tel: +84 28387 30322

Email: support@oneibc.com

One IBC Vietnam Company Limited - Co Reg No:  
0315583926, Incorporated in Vietnam.

## 2. Government Fee

Certificate of Incorporation	Status
Submission of all documents to the Swiss Commercial Register and attending to any clarifications on the structure and applications required.	✓
The statuses and names of all shareholders in the Swiss Commercial Gazette	✓
Company Register	✓
VAT Registration	✓
Accounting for Startups Pro (Annual)	✓
Annual Tax Return	✓
Notary Fee	✓
Commercial Register Fee	✓

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### 3. Local director

Service	Status
The company is required to appoint at least one of the directors must have a local Director who is either resident in Switzerland, or is a Swiss national.	✓

**Notes:** If you cannot provide a local director from your side, Offshore Company Corp can satisfy this statutory requirement.

#### Stock Corporation

#### Sole Proprietorship

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