



Globes America offshore solutions

## Professional Offshore Solutions WorldWide

**WORLD LEADER IN US & OFFSHORE COMPANY REGISTRATION**

offshore company | offshore banking | asset protection | tax optimization | business solutions



## Offshore Company Formation Package Term Sheet:



**Our Offshore Company Formation Package Includes the following features:**

### Pre-Incorporation Consulting Session:

During the session, with the professional assistance of our Incorporation Specialist / Tax Advisor you will be able to reach decisions on major issues related to your Incorporation Process:

- What type of entity will fit your business needs
- Where to register your Offshore Entity
- Who will be the shareholders (Foreign Individuals or Foreign Companies)
- Tax Planning - How to minimize your Tax Liability
- What will be your Filing & Compliance Requirements

### Offshore Company Registration and Corporate Documents:

#### Offshore Company Formation

- IBC - International Business Company or USA LLC - limited Liability Company
- Government / State Registration Fee
- Courier delivery (LLC - E-Files / PDFs)
- Registered Address and Agent
- Company Secretarial Maintenance

#### Additional Services for a USA LLC (included in the Package):

- Complete Federal Tax ID number (EIN) (See below)
- D-U-N-S (Dun & Bradstreet) Number Introduction Service (See below)

#### All primary documents:

- Certificate of Incorporation / Organization
- Memorandum & Articles of Association
- Appointment of First Directors
- Consent Actions of the Board of Directors
- Share Certificates Register of Directors and Members

#### Professional Consulting Services for 1 year:

- Tax, Accounting & Business Consulting
- Personal Business Consultant (PBC)

#### Professional Maintenance Services for 1 year:

- Registered agent
- Virtual office facility (if you have selected our US business address service - see below)



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### **Complete Federal Tax ID Service - EIN in 24HR!!! – For USA LLC:**

This service completes the process of preparing and filing the required documents with the Internal Revenue Service. The result of this process is marked by a federal identification number assigned to your LLC. This number allows your LLC to function freely in the legal/financial systems of the United States and other countries.

Note: We obtain Tax ID Number (EIN) for our International Clients in 24 hours. Many websites advertise EIN service which includes only preparation of the SS4 form, and then you need to contact the Internal Revenue Service to obtain the EIN number and confirmation letter. This process can take up to 4 weeks.



### **Registered Agent for 1 Year**

All jurisdictions /states require corporations and LLC's to maintain a registered agent in the jurisdictions they are created. The registered agent is responsible for receiving legal documents on behalf of the corporation or LLC.



### **Payment of State Filing Fees**

As part of each incorporation service, we pay the state filing fees for incorporating your business on your behalf. This ensures that the State documents and fees are processed together.



### **24 Hours Turnaround Time Frame**

**How long does the Formation / Incorporation Process for non-us-resident or foreign national individual process take?**

1. Registration of your Corporation or LLC with the State\* – 24 Hours
2. Apply for EIN – 24 Hours
3. Receive from the IRS your EIN Confirmation letter – 24 hours
4. Forward you Formation / Incorporation Documents (LLC Agreement / Bylaws, Stock / member Certificate, Stock / Membership Register Log – 24 Hours.

\* In States that allow 24 hours service.

\* Business days (Monday - Thursday, Public Holidays are not included)



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## Tax, Accounting & Business Consulting Package

Incorporation is your first step in doing business in the U.S. It is important you have a dedicated tax, accounting and business consultant to guide and assist you with your corporation or limited liability Company on a daily basis. Globes America most known advantage is by assisting our clients with growing their business in the US. We provide a Complete Tax, Accounting & Business Consulting Package FREE With incorporation (\$2,000 VALUE).

You will have unlimited consulting from a dedicated business advisor. Your dedicated advisor will make sure you file all tax returns required by U.S. Tax Laws & Regulations and guide you with every business step you wish to take. The package also includes monthly bookkeeping, financial statements and assistant in payroll management (should you need to employ in the U.S.).

Service	Description
<b>Unlimited Business and Tax Consulting</b>	Globes America will assign to you a dedicated business advisor (DBA). Your DBA will guide you on every step you wish to take in doing business in the US. You will have tax and compliance advise to keep you and your entity in Good Standing.
<b>Corporate Tax Return Tax Return Filling</b>	Tax returns in the United States are reports filed with the Internal Revenue Service (IRS) or with the state or local tax collection agency containing information used to calculate income tax or other taxes. Our Tax Advisors and CPAs will assist you with all your filling requirements.
<b>Franchise Tax Return</b>	Corporations, LLCs and other business entities should file Franchise Tax Return with the State. Globes America will assist you with Tax Planning and Tax Filling in any state in the US.
<b>Bookkeeping</b>	Recording your business transactions is essential to your decision making process. Bookkeeping is required to generate Financial Statements, Tax Returns, Account Receivable Payable Management. Our Accountants will provide you with all your bookkeeping needs.
<b>Payroll Management</b>	Does your business needs to employ workers? Globes America will take the hassle from your Payroll Management. Our Payroll Experts will manage for your business pay slips, pay checks, Statutory and Voluntary Deductions, Benefits and Filling with the relevant authorities.



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## D-U-N-S Number Introduction Service for USA LLC

As part of Globes America's effort to assist our clients with growing and expanding their business in the US we have added a unique service: **D-U-N-S Number Introduction Service**.

### **What is a Duns Number?**

The Duns Number is short for 'Data Universal Numbering System', a nine digit number offered by **Dun & Bradstreet** to identify different divisions of companies and provide easy reference for people looking for information about those companies.

The nine digit number is like a 'social security number' for the company and once received by Dun & Bradstreet, can be helpful in obtaining certain customer relations, especially when it comes to customers and vendors that are government related.

Most government agencies and some vendors or suppliers that are non-government related such as insurance companies or very large companies will often ask for your DUNS number before your business can become an approved vendor or buy supplies.

### **Why Do You Need a Duns Number?**

There are a number of reasons why it is smart for you as a small business owner to get a Duns Number for your business.

1. If you wish to establish a business credit report, you will need a Duns Number. Other businesses, lenders, vendors and investors looking to partner with you will want to know more about your business, including your assets, relationships with other companies and history of bill payment. To find this information, it is very likely that they will try to look you up by your Duns Number. If you do not have one, they may assume you are not a serious player in the marketplace and may look to do business elsewhere.
2. If you are interested in submitting a grant application to the federal government for your company, a Duns Number will be required.
3. If you want to bid on government proposals, you need to obtain a Dun & Bradstreet, or D-U-N-S, Number
4. Once you have a Duns Number for your organization, you can easily go online and get a copy of your business credit report. This can be a very useful tool, because it will not only allow you to verify the information in your report, it will also give you an idea of how other companies in the marketplace see you. This will help you make better decisions about which entities, such as lenders, investors and potential partners, to approach for business dealings.



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### **When registering for your D-U-N-S Number, you will need the following available:**

- Legal name
- Certificate of Incorporation / Organization issued from the Secretary of State
- Headquarters name and address for your business
- Doing Business As (DBA) or other name by which your business is commonly recognized
- Physical address, city, state and ZIP Code
- Mailing address (if separate from headquarters and/or physical address)
- Telephone number
- Contact name and title
- Number of employees at your physical location
- Whether you are a Home-Based Business

### **How do I get my D-U-N-S Number?**

With our FREE D-U-N-S Number Introduction Service you will receive clear and simple 'step by step' instructions how to obtain your D-U-N-S Number **FREE**. You will be able to apply for your D-U-N-S Number from **Dun & Bradstreet** in various ways:

1. Online Application
2. Phone Call

**Dun & Bradstreet's** time frame to issue your D-U-N-S Number (without expedite service) is 5 business days.



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## Personal Business Consultant

As part of Globes America's effort to assist our clients with growing and expanding their business we have added a unique service:

### Your own Dedicated **Personal Business Consultant (PBC)**

*A dedicated senior business specialist*

Your PBC will assist you in many aspects of your business activities in the US:

- Operation
- Fulfillment & Distribution
- Custom & Duties
- Marketing & Sales
- Insurance
- Employment & payroll
- Finance
- Website (setup & maintenance)

The goal of your dedicated PBC is to provide you with professional solutions to your business needs as well as connect you with companies and service providers within our large network of professionals.

You may forward your PBC any question / inquiry related to the above mentioned issues. Your PBC will use all the resources we have in house to get back to you with a comprehensive solution. Contact your PBC 24/7 by email, online chat or phone.

