

Cyprus



Schedule of Fees

Registration and administration of companies

Packages - save up to 20%

Cost, €
The prices exclude VAT 19%

Company registration

- | | |
|--|-------------|
| • Company registration + Support with TIC obtaining and registration on Ariadni portal | 1389 |
| • Company registration + Secretary for 1 year + Registered Office for 1 year + Support in opening of an account in neobank KP Pay + Legal support to get started: 2 Draft Agreements | 2349 |
| • Company registration + Secretary for 1 year + Registered Office for 1 year + Support in opening of an account in neobank KP Pay + Legal support to get started: 4 Draft Agreements | 2849 |

Company transfer to YouReg

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|--|-------------|
| • Company transfer from another service provider + Secretary for 1 year + Registered Office for 1 year | 1399 |
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◆ Registration

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|---|--|-------------|
| 1 | <ul style="list-style-type: none"> • Company name approval • Preparation of documents for company incorporation, drafting of M&AA, affidavit at the court • Filling out of the registration forms • Payment of registration fees • Receipt of incorporation documents, apostille of documents • Issue of Share Certificate | 1299 |
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◆ Nominee and related services

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| 2 | Nominee Shareholder (legal entity) | |
| | Per month (applicable only to 1st year) | 39 |
| | Per year | 394 |
| 3 | Director (legal entity) | |
| | Per month (applicable only to 1st year) | 79 |
| | Per year | 797 |
| 4 | Nominee Shareholder (physical person) | |
| | Per month (applicable only to 1st year) | 79 |
| | Per year | 797 |

5	Director (physical person)	
	Per month (applicable only to 1st year)	159
	Per year	1599
6	Secretary service:	
	• Registered Office	
	• Issue of Incumbency Certificate, Share Certificate, Corporate Register	
	• Assistance in communication with the courts, tax authorities, banks	
	• Signing and archiving of the documents, receipt of correspondence	
	• Compliance, KYC and AML monitoring	
	• Filing of Beneficial owner information	
	Per month (applicable only to 1st year)	129
	Per year	1299
7	Company seal	59
8	Power of Attorney (excluding notary certification / certified true copy and Apostille)	99
9	Power of Attorney (including notary certification / certified true copy and Apostille)	149
10	Support with TIC obtaining and registration on Ariadni portal	249

◆ Certificates and incorporation documents

11	Certificate of Good Standing	149
12	Tax Residence Certificate	249
13	Tax Clearance Certificate	149
14	Additional set of Incorporation documents under Apostille	699
15	Additional Memorandum & Article of Associations:	
	Under Apostille	229
16	Additional Incorporation certificates / per certificate:	
	Under Apostille	119
	No Apostille	99
17	Notary certification / certified true copy per document	25
18	Apostille per document	25

◆ Change in company structure

19	Change of company name	999
20	Change of company address	249
21	Change of Director	249
22	Change of Shareholder: sale-purchase of shares inside the group with an instrument of transfer	249
23	Change of Beneficial owner	990
24	Amendments to the Memorandum & Articles of Association	449
25	Additional Issue of shares (excluding government fees)	249
26	Reduction of share capital (excluding government fees and court costs)	249
27	Company liquidation (excluding liquidator's and government fees)	2990

28	Company strike off	499
29	Company restoration (excluding government fees and court costs)	449
30	Company transfer from/to another service provider	199
31	Change of company details or client in bank's records	249
32	Change of client details at the Registrar of Companies	59

◆ Other registration procedures

33	Company search at the Registrar of Companies	
	Under Apostille	99
	No Apostille	49
34	VAT Registration + Certificate	799
35	VIIES Registration + Certificate	599
36	Receiving LEI code (including registration fee)	399
37	Annual maintenance / renewal of the LEI code (including fee)	249

◆ Other services

38	Support in opening of a bank account	1490
39	Support in opening of an account in neobank KP Pay	249
40	Office rent	
	Per month	329
	Per year	3320
41	Bank reference letter from the director	50
42	Documents delivery / per delivery	from 50
43	Legal consulting (1 hour)	250
44	Preparation of the Contract	250
45	Compliance fee for KYC & AML (more than 2 beneficial owners)	199

◆ Bookkeeping

46	Bookkeeping (up to 10 transactions per month)	
	Per month	99
47	Support with VAT return submission	100
48	Support of audit	30% of the audit expenses

◆ Penalties for late payment

49	No payment over 2 months	termination of service
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