

Company Registrations Preparation of all legal documentation and forms for the incorporation and issuing of the Company certificates and Memorandum and Articles of Association.

Representation We provide our clients with the following:

- Directors
- Nominee Shareholder
- Secretary
- Registered Office

Legal and corporate documentation We provide our clients with the following services:

- Preparation and submission of our clients' Annual Returns to the Company Registrar
- Completion and submission of the required documentation for making changes of Directors, Secretary, Shareholders and Registered Office.
- Preparation of Board Minutes
- Preparation of Resolutions and Power of Attorneys
- Certification, notarization and apostil of legal documents
- Drafting of agreements
- Any other relevant legal service
- Maintain the Company's Statutory records and register, including the safekeeping of share certificates.

Opening of bank accounts We provide our clients with the following

- services:
- Opening of bank accounts in Cyprus and abroad.
 - Provision of bank signatory
 - Transfers