

# Buying an off-the-shelf company

### **ORDERING**

Please complete the order form (see link on the website). Enter the information needed to enable us to draw up the necessary documentation, then e-mail, fax or post the order form to us. Once we have filled your order, the documents will be sent to you for your signature.

## **COST**

The cost of an off-the-shelf company is SEK 11,000, incl. VAT. The following are included in the cost:

- Contract note with reference to the acquisition of all 1,000 shares in the company
- General power of attorney
- Minutes of the General Meeting of the Company
- Articles of Association
- Minutes of the Board Meeting
- Memorandum of Association
- Statement of share capital, issued by the bank
- Application for changes form for the Swedish Companies Registration Office
- Change of address notification form for the Swedish Tax Agency
- Company folder
- Register of Shareholders
- Certificate of change
- Bank statement
- Certificate of Incorporation

Matters outside the scope of those listed above are not included in the SEK 11,000 that will be billed to the off-the-shelf company. We will be happy to assist, at an hourly rate, with the preparation of the Notification of Tax and Contributions Liability, to work on changes to the company's trading name if the Swedish Companies Registration Office requests more proposals in addition to those submitted, and to draw up share certificates, as well as new and bonus issues. The rate charged is SEK 750 per hour, excl. VAT.

## **PAYMENT**

Advice Kvarnström Westin Pernholt KB has deposited the company's share capital, SEK 100,000, in conjunction with the formation of the off-the-shelf company. Advice Kvarnström Westin Pernholt KB has, thereafter, borrowed SEK 100,000 from the off-the-shelf company, and the off-the-shelf company hence has a receivable from Advice Kvarnström Westin Pernholt KB. As soon as you have paid us the

purchase price of SEK 100,000, and we have received a signed contract note, SEK 89,000 will be refunded to the off-the-shelf company's account. The remaining SEK 11,000 comprises payment of our invoice for SEK 11,000.

The purchase price for the shares in the off-the-shelf company of SEK 100,000 shall be deposited in our bank giro account, number 5507-1013. Please notify us that the payment has been made/confirm payment.

#### **DOCUMENTS**

Once we have received the purchase price and the signed contract note, we will send you the following documents:

 A general power of attorney, including certified copies of the company's Certificate of Incorporation.

Once we have received the Certificate of Change from the Swedish Companies Registration Office, we will produce a company folder which will be sent to you. The folder contains the following documents:

- Memorandum of Association
- Certificate of Incorporation
- Minutes from the constitutive General Meeting of the Company
- Minutes from the Board Meeting following election
- Articles of Association
- Minutes of the Extraordinary General Meeting of the Company
- Minutes of the Board Meeting
- Application for changes form for the Swedish Companies Registration Office
- Certificate of Change
- Register of Shareholders
- Bank statement
- Statement of share capital, issued by the bank
- Supporting vouchers
- Change of address notification form for the Swedish Tax Agency

#### **CONTACT US**

If you have any questions, please contact us at:

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