

# REGULATORY REQUIREMENTS

LEGAL SOURCE	Luxembourg Commercial Companies Act
ANNUAL COMPLIANCE	
WHO'S IN CHARGE	Shareholders
DOCUMENTS REQUIRED	<ul> <li>✓ Minutes of shareholders' general meeting</li> <li>✓ Notice of meeting and attendance sheet</li> <li>✓ Management Report</li> <li>✓ Inventory and balance sheet</li> <li>✓ Statutory auditor's report, if applicable</li> </ul>
REGISTERED AGENT	Not applicable
COMPANY FORMATION	<ul> <li>✓ Constitutive instrument signed in the presence of a notary</li> <li>✓ Details of each founders</li> <li>✓ Details of every asset being brought to the company</li> <li>✓ Blocking certificate issued by the bank (share capital)</li> <li>✓ Official publication of deed of incorporation</li> </ul>
CHANGE OF DIRECTOR	Appointment and removal of directors are processed through a general meeting of shareholders

## WE MANAGE, YOU BENEFIT.

### LANGUAGES

Our teams can operate in all required languages to work with local authorities.

#### IN-PERSON LOCAL PRESENCE

Our regional hubs work hand in hand with our network of local partners. **KNOWLEDGE OF LOCAL LEGAL SYSTEM** We know all local processes and regulatory requirements inside out.

EGAL ENTITY

## соѕт

We identify the right balance of quality and cost to ensure all tasks are completed on time and on budget.

## REPUTATIONAL RISK COVERED

We manage corporate secretarial plans from end to end to prevent any costly mistakes.

## **GET IN TOUCH**

Pauline Zimmermann Practice Head for Corporate Secretarial pauline.zimmermann@kalexius.com