

**A single point of contact,  
a multitude of possibility.**

# OUR INTEGRATED APPROACH

We asked our clients what they needed when establishing and managing a company in Luxembourg.

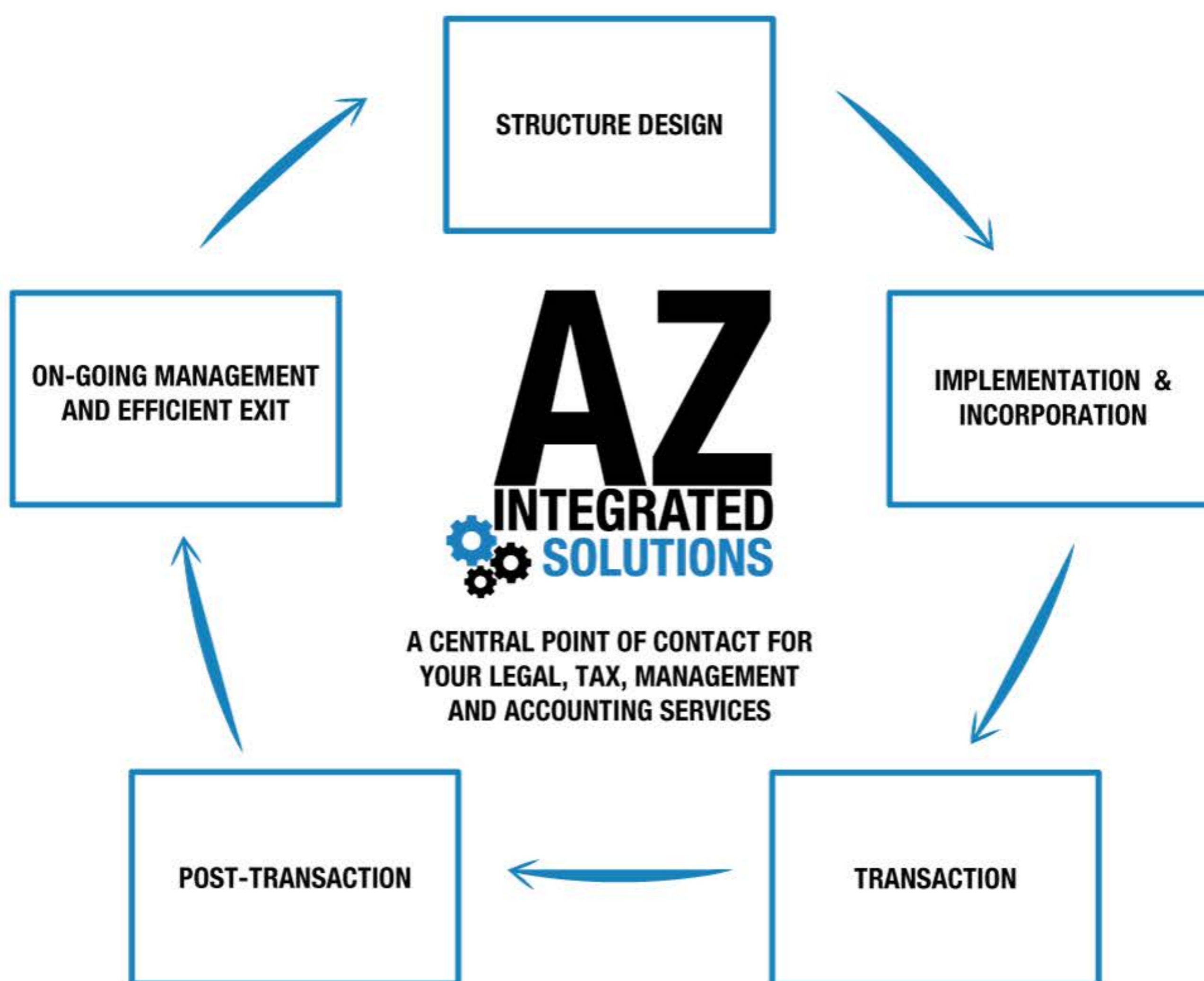
And then we listened.

We learned that today's clients need a dependable service provider who can offer a complete and customised package of tools and technologically-forward solutions: from the tax efficient design of an investment structure to the operational and corporate implementation, as well as day-to-day management and administration.

Others may talk about integration, but for us, integration is a part of who we are.

Through our close collaboration with ATOZ Tax Advisers, we are able to offer our clients a truly comprehensive service. We accompany our clients through the entire life cycle of their investments, ensuring both regulatory compliance and tax efficiency at each step.

Our business model is unique on the market, offering our clients a proactive and efficient way to manage their Luxembourg business.

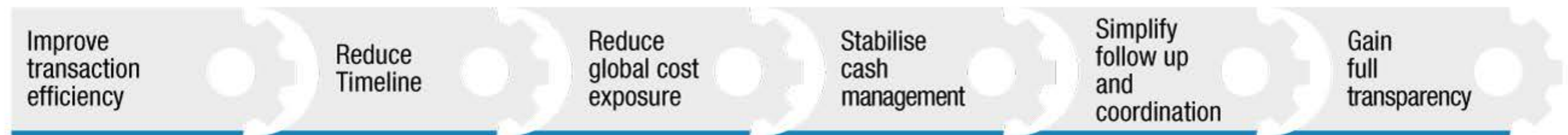


In a traditional set-up, time, information and money is lost when trying to coordinate between different teams of advisers, accountants, lawyers and other corporate professionals. AZ Integrated Solutions offers a streamlined and cost efficient solution – a central point of contact and access to a team of industry leaders who can make sure your Luxembourg project is primed for success.

Our team of specialists takes care of all aspects related to your operations in Luxembourg without losing sight of the big picture. AZ Integrated Solutions ensures that your business benefits from expert advice and services which are both proactive and practical, at every step along the way. We provide the elements necessary for your business's successful Luxembourg operations.

# OUR WAY OF WORKING

AZ Integrated Solutions meets your expectations providing one single point of contact and access to a team of experts who make sure that your business is successful in Luxembourg.



## OUR SOLUTIONS

### BUSINESS PLAN CONCEPT AND SUPPORT

#### Business planning

- Understand your group operating model
- Analyse overall market conditions
- Identify your existing processes and resources
- Identify appropriate structures with regard to local constraints and your group requirements (based on our proprietary database)
- Determine associated setup and running costs
- Define a scalable business platform

#### Business implementation

- Draft internal processes and procedures
- Act as your lead adviser in the recruitment process and office selection, as well as for tax and corporate implementation
- Liaise, as required, with local regulators

### INCORPORATION & IMPLEMENTATION

- Incorporation of corporate companies, setting up branches or representation offices
- Assistance in obtaining business or professional authorisation
- Tax registration

### DIRECTORSHIP

- Provision of directorships (resident directors with industry knowledge and adequate experience)
- Permanent involvement in day-to-day operations
- Representation of the entity with on-going relationship with third parties
- Bringing the relevant governance

### DOMICILIATION & ADMINISTRATION SERVICES

- Providing companies with registered address and management headquarters
- Providing office solutions

- Management of correspondence and communications
- Handling day-to-day administration operations of companies
- Execution of formal registration with local authorities
- Assistance and organization of decision-making process (organisation of board meetings, organisation of shareholders meetings)
- Filing of any corporate information with the local authorities
- Dealing with any publication requirements and any legal formalities

### ACCOUNTING & REPORTING SERVICES

- Advice on specific accounting treatments
- Day-to-day bookkeeping of the company operations
- Preparation of statutory annual accounts in accordance with Luxembourg GAAP and rules
- Assistance and follow up with group and local auditors
- Conversion from local GAAP to foreign GAAP
- Preparation of financial information for deal purposes
- Information and assistance with any accounting issues
- Preparation of annual and interim consolidated financial statements in accordance with Luxembourg GAAP, US GAAP or IFRS

### TAX COMPLIANCE SERVICES

Preparing, filing and managing direct and indirect tax requirements

#### Corporate Tax

- Preparation and filing of Luxembourg tax returns
- Contact with Tax Administration / Assistance and support during audits by the Luxembourg Tax Authorities
- Payment and filing of tax withholding

#### VAT

- VAT registration with the relevant Tax Authorities
- Preparation and filing of VAT returns
- Contact with VAT administration / Assistance and support during audits by the Luxembourg VAT Authorities

# OUR VALUES

## CLIENT FIRST

Putting our clients first is the essence of our business model and organisation. We consider each client unique, therefore we endeavor to provide the highest quality services to our clients.

## EXCELLENCE

At AZ Integrated Solutions, meeting the individual needs and requirements of our clients is of paramount importance. Striving towards excellence in all the work we deliver, we are firmly committed to building and maintaining a relationship of trust and confidentiality with our clients.

## DILIGENCE

It's not enough to simply implement a structure. A structure must be monitored and evaluated based on the ever-changing economic landscape. We value diligence, careful watch of clients' business and regular follow-up to ensure continued success.

## ONE TEAM

As one team, all our industry experts work together towards the common goal of our clients' success. We communicate clearly across departments and support each other in our daily work. One team with our clients as well, we form a privileged partnership to lead clients towards successful Luxembourg operations.

## CONTACT US:



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AZ Integrated Solutions

