

# WHY Choose Us:

## 1 ONE STOP SOLUTION

Focus on your business! We will support and assist you with your accounting, corporate taxation, GST filing, payroll and human resources, and even your corporate branding. All under one roof!

## 2 Leverage Technology

We digitize all information provided and maintain all services engaged with us via cloud so you as business owners can review information on the go!

## 2 Grow Together!

We ensure that we support your business growth by assisting you to comply with regulatory requirements and help support your business to thrive as you grow. We are a team!



## Contact Us:



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[www.equilibro.com.sg](http://www.equilibro.com.sg)



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# EQUILIBRO

Your one stop solution for  
all your business needs

[www.equilibro.com.sg](http://www.equilibro.com.sg)

# Our Services:

## PACKAGE 1 (EXCLUDING CORPORATE SECRETARIAL SERVICES)

- Monthly bookkeeping (data entry into accounting system)
  - Reconciliation of bank statements
  - Preparation of monthly financial report (refer sample financial report) inclusive of responding to queries on financial
- FREE:
- Accounting system subscription (Xero/QB)
  - Set up of accounting system (Xero/QB)

**FROM 350/MONTH**  
(Savings up to 1710/year)

### ADD ON:

- Quarterly GST filing (Form F5)
  - Preparation of monthly management report
- FREE:
- GST registration

**FROM 100/MONTH**  
(savings of up to 550/year)

*\*All prices are subject to negotiation*

## PACKAGE 2 (INCLUDING CORPORATE SECRETARIAL SERVICES)

- Monthly bookkeeping (data entry into accounting system)
  - Reconciliation of bank statements
  - Preparation of monthly financial report (refer sample financial report) inclusive of responding to queries on financial
  - Company secretary service
- FREE:
- Accounting system subscription (Xero/QB)
  - Set up of accounting system (Xero/QB)

**FROM 410/MONTH**  
(Savings up to 1790/year)

### ADD ON:

- Quarterly GST filing (Form F5)
  - Preparation of monthly management report
- FREE:
- GST registration

**FROM 100/MONTH**  
(savings of up to 550/year)

*\*All prices are subject to negotiation*

<ul style="list-style-type: none"> <li>ACCOUNTING AND TAX SERVICES</li> </ul>	Subject to discussion
<ul style="list-style-type: none"> <li>HUMAN RESOURCE RELATED SERVICES</li> </ul>	Subject to discussion
<ul style="list-style-type: none"> <li>CORPORATE SECRETARIAL SERVICE</li> <li>Basic Service</li> <li>Company Incorporation</li> <li>Company Secretary Service</li> </ul>	<p><b>588 (one off)</b> (including 315 payable to ACRA)</p> <p><b>From 800/year</b></p>
<ul style="list-style-type: none"> <li>OPTIONAL SERVICES</li> <li>Nominal Services</li> <li>Temporary Nominee Director Service (Required if there is no local resident director)</li> <li>Security Deposit (Refundable)</li> <li>Virtual Services</li> <li>Registered Office Address Service (Required if there is no selfowned/rented office space)</li> <li>Scanning and Redirection of Mail</li> <li>Phone</li> </ul>	<p><b>3,000/year</b></p> <p><b>6000</b></p> <p><b>600/year</b></p> <p><b>2/Mail</b></p> <p><b>300/year</b></p>
<ul style="list-style-type: none"> <li>TAX COMPLIANCE SERVICES</li> <li>Preparation of Estimated Chargeable Income (ECI)</li> <li>Preparation of Tax Computation (include fill in Form C/Form C-S)</li> </ul>	Subject to Complexity

*\*All prices are subject to negotiation*

## CONSULTING SERVICES

Review internal processes (HR, financial systems, operations) in place and provide advice on improvements to be implemented.

Preparation of management report and providing recommendations on cost cutting measures.

Provide advisory services on structuring commissions and bonus schemes for employees.

Pricing

Budgeting

*\*All prices are subject to negotiation*

# 1 MONTH FREE TRIAL FOR ALL PACKAGES!

