

**FIDINAM GUANGZHOU**  
Introduction to our services

*fidinam*





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## INTRODUCTION

Fidinam is a private consulting firm, founded in Lugano (Switzerland) in 1960. We offer tax, business, real estate, citizenship & residency, crypto and digital consulting to companies, entrepreneurs and individuals. In our 60 years of activity, we have acquired extensive knowledge and in-market experience.

Our mission is to offer integrated, seamless and multidisciplinary consultancy and to provide a tangible added value to the client. Our professionals are always up to date on evolving regulations, emerging markets and new technologies. This enables us to adapt to any situation and offer you a tailor-made, innovative and customer-oriented service.

Besides our presence in Switzerland, Fidinam is present in other European countries as well as Hong Kong, China, Singapore, the UAE, Australia and Vietnam. Our vast network is global and allows us to offer our advisory services in 90 countries.

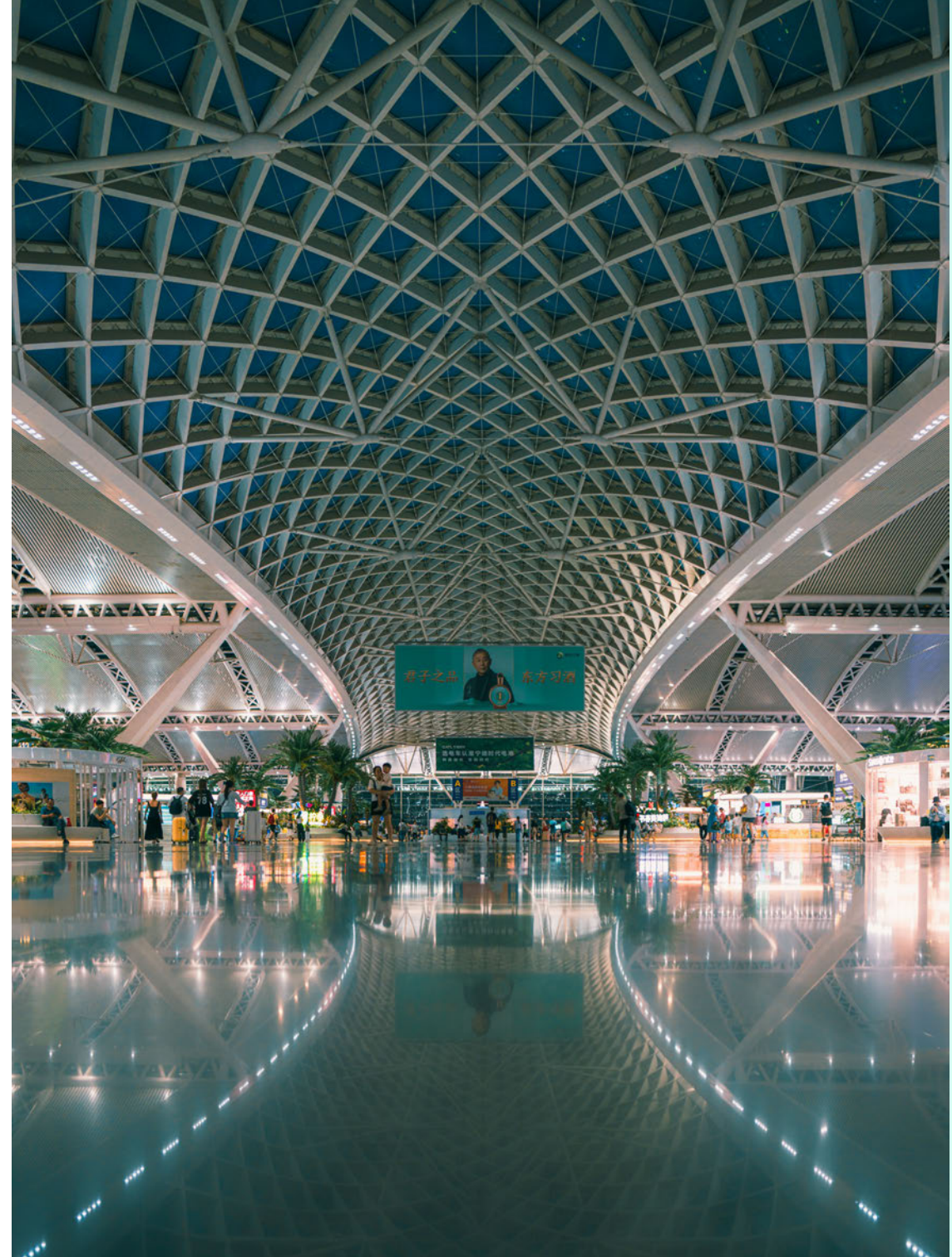
Fidinam Guangzhou provides a wide range of services for both international and local clients. We support international clients looking to invest and set up a business in China, through services such as the incorporation of entities, accounting, tax, HR and employment services.

Vice versa, we support Chinese clients who want to expand their business abroad by leveraging on Fidinam's solid experience, knowledge and network in different jurisdictions. Furthermore, Fidinam Guangzhou provides international tax advisory, wealth and estate planning, citizenship and residency planning and digital consulting.



## INCORPORATION OF ENTITIES

Fidinam assists its clients to incorporate companies and other entities in China. We support our clients in every stage of the incorporation process, including obtaining relevant licenses, post-licensing services as well as providing nominee services and other ad-hoc management services locally.



## **Company incorporation**

Our team of local professionals can fully support our clients to incorporate different types of entities in China, included but not limited to Limited Liability Company (LLC), Joint-Stock Companies (JSC), Branches, Representative Offices, etc.

## **Licensing and compliance**

Fidinam takes care of the application to obtain all the licenses required in conditional sectors and perform compliance reviews to determine whether or not incorporated companies comply with the local law and tax regulations.

## **Nominee services**

Fidinam local professionals can act as Directors or Supervisors for investors in China. Our professionals can operate the company on behalf of the client under Power of Attorney and instructions given by the client.

## **Bank account opening and treasury services**

Our team can help the client to open a capital bank account as well as operating bank accounts with local banks and, on request, providing treasury services to assist in managing the bank accounts/ payments on behalf of the client.

## ACCOUNTING AND TAX SERVICES

Fidinam provides accounting and tax services in accordance with Chinese accounting standards and local tax requirements. Moreover, we provide financial reports in compliance with International Financial Reporting Standards (IFRS) as well as ad-hoc reports for investors.



## **Bookkeeping**

Fidinam provides comprehensive accounting services, which include: bookkeeping and preparation of management accounts in compliance with the Chinese Accounting Standards (CAS); provisions of Chief Accountant Service; Financial Reports in compliance with IFRS and ad-hoc financial reports as instructed by the client's groups.

## **Tax filing**

Fidinam assists its clients in the preparation and filing of personal income tax, corporate income tax, VAT, withholding tax, etc.

## **Invoicing**

Fidinam assists its clients in acquiring the local invoice sheets (fapiao), as well as in the issuance of active invoices and the registration of passive invoices.

## **Seals safe-keeping and management**

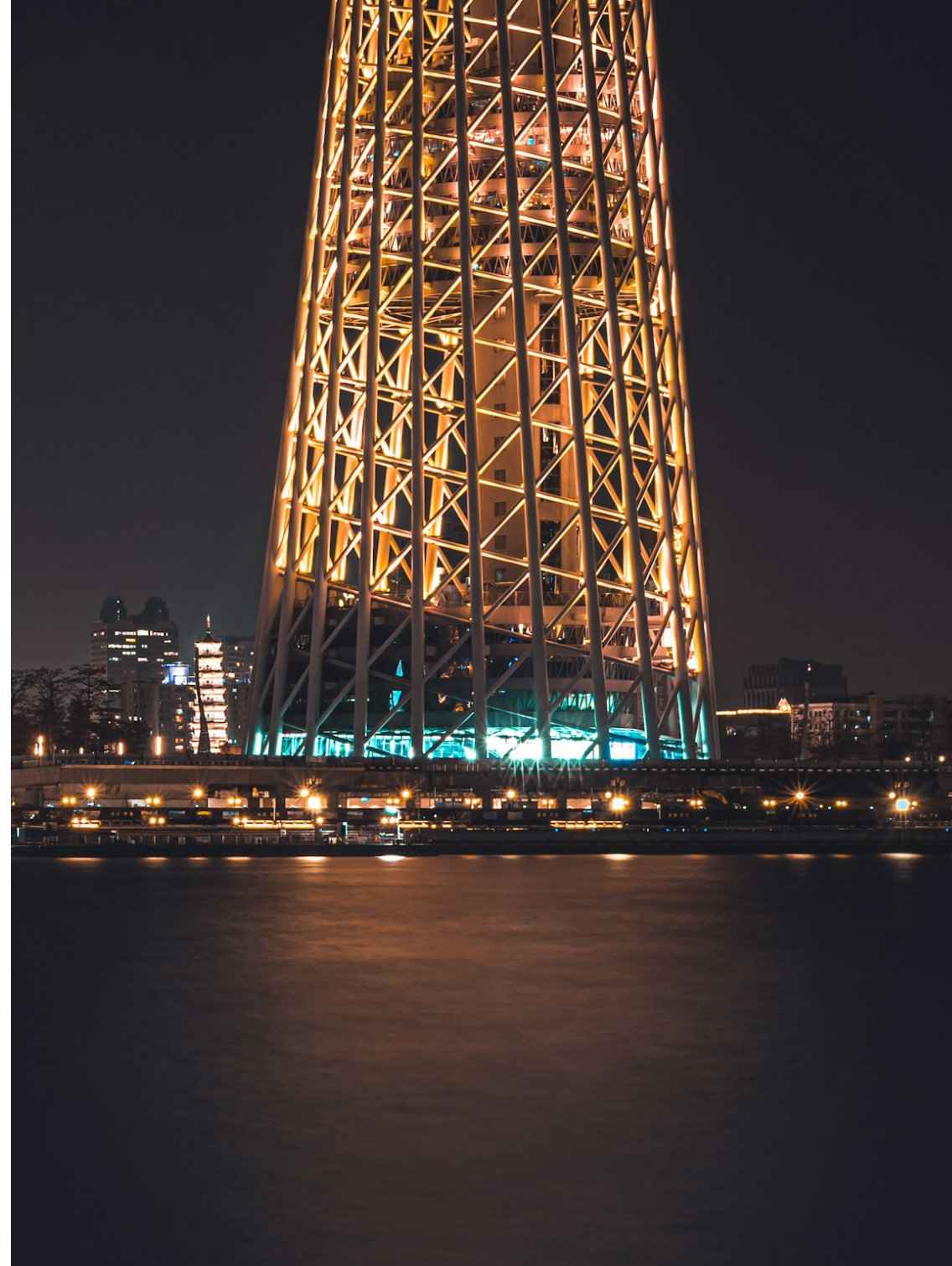
Fidinam safeguards and manages company seals on the clients' behalf, using the relevant chops whenever necessary and upon the client's authorization.

## **Annual compliance**

Fidinam provides directly, or through its trusted partners, assistance in the annual tax compliance and in the preparation and filing of the annual audit report.

## HR AND EMPLOYMENT SERVICES

With a team of experienced professionals, Fidinam supports clients in their HR needs, including identifying local staff, obtaining working permits/visas, managing monthly payrolls and compulsory insurance contributions, as well as drafting/reviewing Labor Contracts, internal labor rules and other employment-related documents.



## Recruitment and talent search

Fidinam assists its clients in identifying and selecting the most suitable local staff to hire, based on their specific needs.

## Employment contracts

The multitude of sectoral regulations in the field of labor makes it necessary to count on the help of an expert in the field, such as Fiditam, for drafting employment contracts, internal labor rules and cooperative labor agreements termination agreement; advising on compliance and other regulatory issues.

## Preparation of payroll and reporting

Fiditam takes care of the preparation of payroll and reporting, in accordance with local regulations and the contracts between the parties and in full compliance with the deadlines.

## Management of social security contributions

On behalf of its clients, Fiditam handles relations with social security insurance authorities. Fiditam also takes care of the registration, calculation and payment of the social contributions and housing fund in accordance with the laws.

## Work permit and visa

Fiditam assists clients in obtaining and renewing various visa types such as employment visas and investment visas, etc. In addition, we assist clients in applying for Work Permits or Confirmation on Work Permit exemptions.

## FINANCIAL AND M&A SERVICES

With a team of experienced CPAs and CTAs, Fidinam supports clients by reviewing the accounting and tax documentation prepared by the client's finance department, in order to review the adherence with local tax and accounting compliance, as well as to ensure the best performance for the client's business entity. Specific analysis can also be performed to tackle M&A operations.



## Monthly or quarterly financial supervision

Fidinam professionals visit the client's premises to carry on a detailed analysis of the books and the tax declarations, so to ensure that everything complies with local tax and accounting compliance, and the performance of the business entity is in line with the specific KPIs.

## Tax and financial due diligence

Fidinam professionals visit the client's premises to carry on a detailed analysis of the books and the tax declarations with the objective to either shed light on a specific internal issue or to assess the financial well-being of a target company.

## Company valuation

In addition to the due diligence, Fidinam professionals can provide a company valuation based on various methods: DCF, multiples, book value, etc. This activity is relevant both when the client intends to acquire a target company and when the client is the target of an acquisition.

## Subsidies advisory

With an everchanging system of tax and financial subsidies proposed by the central and local government in China, Fidinam professionals are able to provide strategic suggestions to Clients to take advantage of those subsidies which are available or most suitable to the client's case.

## RESTRUCTURING & LIQUIDATION

With its team of experienced professionals, Fidinam supports clients in company restructuring procedures, relocations in different districts or cities in China, as well as in all the steps of business entity's liquidation, should a Client decide to cease business operations.



## DEALING WITH LOCAL AUTHORITIES

Fidinam supports clients in dealing with local authorities such as banks, the tax bureau, labor department, etc. This service is tailored to the specific client's situation and can be offered both to corporate and individual Clients, both for domestic and international procedures.



## INTERNATIONAL TAX ADVISORY

Fidinam assists corporates and individuals in cross-border tax matters by establishing efficient and sustainable structures. Our services include tailor-made tax solutions aiming to optimize tax exposure considering Double Tax Agreements, Free Trade Agreements and other International Treaties.



## Cross-border investments

Fidinam provides consulting services based on its multi-jurisdiction expertise. We can especially arrange cross-border investments in order to have a tax-efficient and compliant route for the business activities and capital flows.

## Tax compliance and transfer pricing

Fidinam assists its clients to be compliant to the different tax legislations which clients are subjected to, both nationally and internationally. Furthermore, we support our clients to benefit from the Double Tax Agreements and tax implications under Free Trade Agreements. This includes preparation of transfer pricing documentation (such as Related Party Transaction Report, Local or Master Filing).

## Tax optimization

By understanding the specific needs of the clients, Fidinam assists them in reducing the cumulative impact of taxation while observing applying the relevant regulation. We ensure tax efficiency, including elements of financial planning in order to provide the most tax-efficient process.

## Overseas structuring

Fidinam professionals can assist their clients in incorporating entities outside China in more than 90 jurisdictions including, but not limited to, Singapore, Hong Kong, UAE, Luxembourg and Switzerland.

## WEALTH AND ESTATE PLANNING

Our full range of services includes the creation and management of wealth and estate solutions, including family foundations and citizenship and residency planning. Fidinam offers targeted solutions to ensure stability and efficiency, all tax-optimized.

## Trusts

A Trust is a legal relationship whereby assets (the Trust Fund) contributed by one person (the Settlor) are held and administered for the benefit of another person (the Beneficiary) by a third party (the Trustee). The Settlor can name any person or entity as beneficiary of the Trust.

Fidinam assists its clients in establishing Trusts in several jurisdictions including: Hong Kong, Singapore, New Zealand, Switzerland, the Bahamas, Cayman Islands and British Virgin Islands.

## Private foundations

A Private Foundation is a legal entity set up by an individual or a business (the Founder) for private, non-charitable purposes. A foundation's assets constitute an estate separate from the Founder's personal assets. Fidnam assists its clients in establishing Private Foundations in several jurisdictions, including Switzerland, Liechtenstein, the Netherlands and the Republic of Panama.

## Assistance to life insurance policies

The beneficiaries of the policy are named by the subscriber, who, during his lifetime, can partially or totally redeem it. Fidnam assists its clients in understanding whether or not the terms and conditions of a given policy may suit their wealth and estate planning purposes.

## Citizenship & residency planning

Fidinam offers a holistic approach to advise on tax implications related to citizenship and residency programs, including new citizenships, pre-application planning, applications submissions and liaising with the relevant authorities in several countries.

In particular: Hong Kong, Singapore, Switzerland, the United Kingdom, Malta, Cyprus, Spain, Monaco, Antigua and Barbuda, St. Kitts and the Bahamas.

## DIGITAL CONSULTING

We partner with companies and entrepreneurs in the digital transformation of their businesses, offering them a wide range of solutions and technology consulting aimed at digitalization and optimization of business management. We exploit the potential of technology by putting it at the service of our clients to achieve efficiency, quality and improvement of their daily work.



## Digital accounting

Fidinam helps companies in developing working strategies to smoothly manage the workforce and processes of SMEs. We are a proud recognized Silver Partner of the accounting platform XERO, a leading software for the digitization of business processes. We grant our clients a full ERP through which we streamline operative processes and eliminate administrative inefficiencies.

## Cloud solutions

Our range of solutions offers our customers attractive possibilities for remote collaboration using cloud technology. The benefits are numerous: greater flexibility, cost transparency, security and availability of data and applications, as well as the ability to access data from anywhere in the world. Whether you are a multinational, a freelancer or an SME, we have the technology solutions for efficient and effective management.

## Crypto services

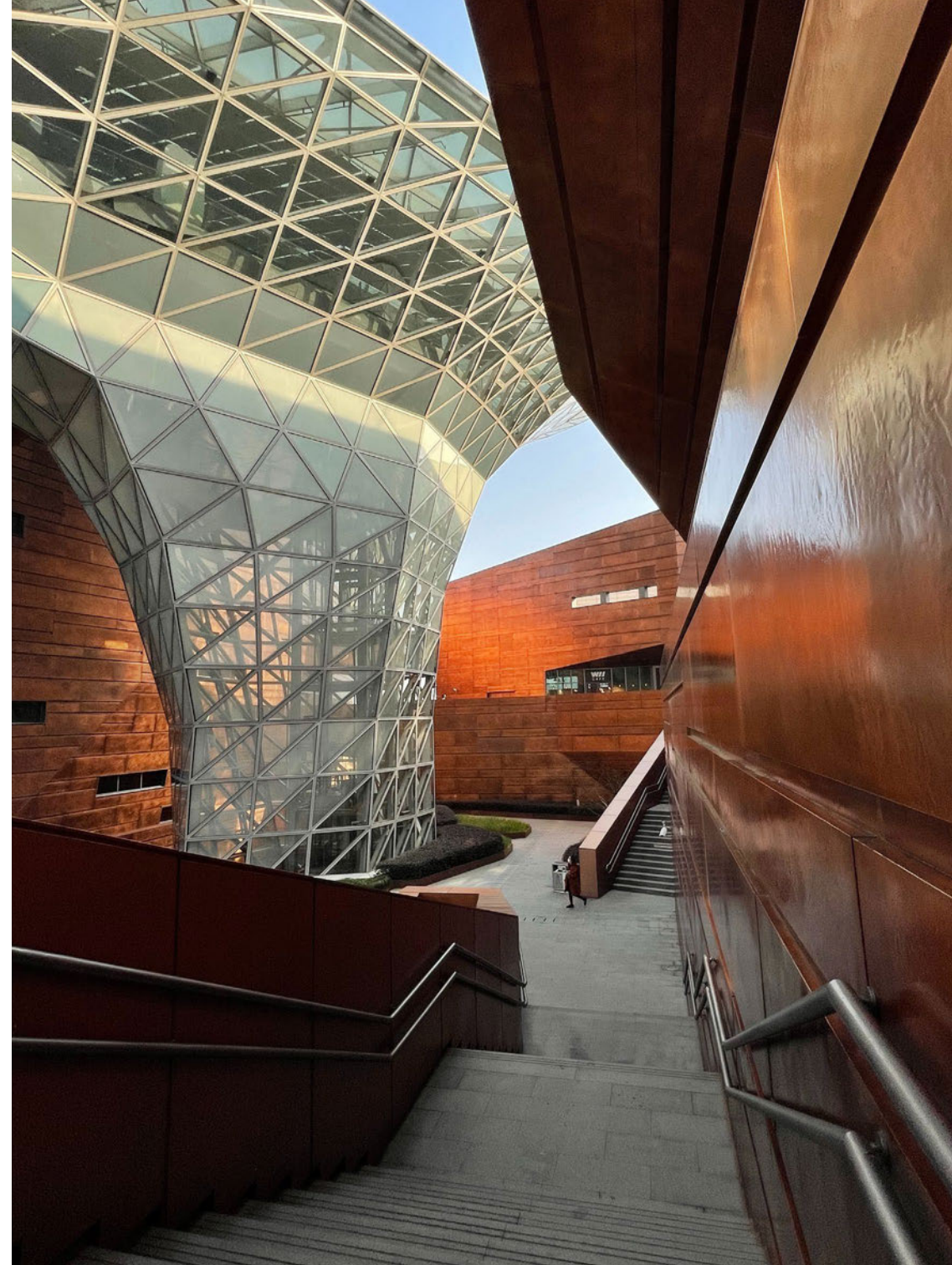
Fidinam provides tailored solutions for companies interested in accessing crowdfunding on the blockchain. In a continuously evolving regulatory framework, we are able to guide clients through the following steps:

- Analysis of regulatory requirements for the collection of funding (KYC, AML);
- Identification of the most suitable corporate vehicle;
- Tax ruling with local authorities (subject to certain criteria);
- Accounting and tax services for companies dealing with cryptocurrencies.

## MANAGEMENT CONSULTING & CFO SERVICES FOR SMES

Fidinam provides a full set of services to support SMEs strategic decisions, performance analysis as well as governance modelling. Our range of services includes the following:

- Strategy consulting
- Decision-making support
- Digital finance
- Business planning
- Governance models







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