



accountantromania

# Fee Schedule Order Form

 CALL US

Phone: +40 31 6304 259

 WRITE US

Email: [info@accountantromania.com](mailto:info@accountantromania.com)

 OPENING TIMES

Mon - Fri: 10 am - 6 pm

## Company Formation in Romania

Description	Price	Frequency
Company Formation in Romania	699 €	one-time
Registered-Office Bucharest (12 months)	800 €	annually
Notary, Interpreter and Translations	250 €	one-time
Deposit of Share Capital (200 RON)	50 €	one-time
VAT/TVA Registration	150 €	one-time
NIF Application	100 €	one-time
Bank Introduction in Romania	350 €	one-time
EMI Introduction outside Romania	100 €	one-time
Remote Formation Surcharge	300 €	one-time
Remote Bank Account Introduction in Romania	300 €	one-time

## Accounting and Tax Advisory

Description	Price	Frequency
Preparation of Accounting	from 120 €	monthly
Preparation of VAT/VIES	from 120 €	monthly
End of Year Balance Sheets	from 1.200 €	annually
Corporate Tax Statement	150 €	annually
Compliance-Watch	150 €	annually
Consultancy in person or by phone	100 €	hourly

## Additional Services

Description	Price	Frequency
Physical Office Space in Bucharest	from 350 €	monthly
Internet and Landline	40 €	monthly
Real Estate Sourcing for Purchase or Rent	request	annually
Company Liquidation in Romania	2.400 €	one-time
HR - Payroll Service per employee	30 €	monthly
HR - Recruiting Service per applicant	6 €	one-time
Individual Contracts per Document	from 100 €	one-time
Application for Business Licenses	from 2.300 €	one-time
Application for EU Funds	1.500 €	one-time
Application for Romanian Residence	1.600 €	one-time
Application for Romanian Citizenship	3.800 €	one-time
Notarization, Apostille and/or Legalization	request	one-time
Procurement of a local managing director	request	monthly
Any other Filing	request	one-time

## Client and Billing Address

Company:

VAT ID:

First Name:

Last Name:

Address:

Post Code:

City:

Country:

Phone:

Email:

Mobile:

Fax:

## Name Proposals for the new Legal Entity

1. Company Name:
2. Company Name:
3. Company Name:
4. Company Name:
5. Company Name:

## Type of Legal Entity

S.R.L.

S.A.

## Information about the 1. Shareholder

Company:

Representative/s:

First Name:

Last Name:

Address:

Post Code:

City:

Country:

Phone:

Email:

Mobile:

Fax:

Mother's Name:

Father's Name:

Shares in %:

## Information about the 2. Shareholder

Company:

Representative/s:

First Name:

Last Name:

Address:

Post Code:

City:

Country:

Phone:

Email:

Mobile:

Fax:

Mother's Name:

Father's Name:

Shares in %:

## Information about the 1. Director

First Name:

Last Name:

Address:

Post Code:

City:

Country:

Phone:

Email:

Mobile:

Fax:

Mother's Name:

Father's Name:

## Information about the 2. Director

First Name:

Last Name:

Address:

Post Code:

City:

Country:

Phone:

Email:

Mobile:

Fax:

Mother's Name:

Father's Name:

## **Detailed Description of Business Activity**

## Declarations / Order

I hereby give the order to fulfill the requested services and confirm the payment of all fees upfront.

I declare, that I am authorised to act within the scope of this application and that I am fully liable to any damages that are caused directly or indirectly through wrong information provided herein.

I declare that I am **not** a Politically Exposed Person (PEP)<sup>1</sup>

I declare that I am a Politically Exposed Person (PEP)<sup>1</sup>

I confirm that I consulted with a tax professional in my jurisdiction

I confirm to the best of my knowledge, that all declarations made within this document are true and I accept the current Terms and Conditions as well as the Data Protection Declaration of GM GLOBAL SRL and it's partner firms.

In addition to this filled and signed document I / We attached:

Valid Proof of Identity (Passport Copy)<sup>2</sup>

Valid Proof of Residence (Government issued Document)<sup>2</sup>

<sup>1</sup> politically exposed persons will have to undergo an additional KYC procedure

<sup>2</sup> of all related parties, in good quality, not older than three months

---

First Name and Last Name

---

Date

---

Signature

---

City and Country