

KPMG Compliance Services
Accounting, Corporate and
Tax services

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Your expectations

- > You need your domiciliation agent and your accountants to be available, responsive and well organized
- > You want early warning on key issues
- > You want a team of professionals able to provide support
- > You expect certainty on fees

Our team has the multi-disciplinary skills to understand and render the high quality services you expect

Our services are designed to provide

- A high quality relationship whatever the circumstances are
- A no-surprises relationship to meet your deadlines and objectives
- A year-round, hands-on approach to anticipate issues and provide practical support to help resolving them
- Assistance to help your company to comply with Luxembourg laws and regulations, either from a corporate, and/or tax perspective

What differentiates KPMG Accounting and Corporate services - Luxembourg ?

- A keen awareness of our responsibilities to our clients, who are likely to rely on our services in making important decisions – hence the paramount importance we attach to the maintenance of our independence
- The combined use of specialized resources, which means that our feedback is based on the work of professionals experienced in solving complex technical issues
- Year-round, timely and effective communication to provide specific feedback to client management
- Our worldwide KPMG network with professionals from various jurisdictions and backgrounds can help you to meet your needs for advice whatever they might be
- We can accompany your company during its full lifecycle
- A broad range of services:
 - > One central contact for domiciliation, corporate secretarial services, accounting, assistance for the provision of mandates of independent managers/directors, and tax compliance services
 - > Increased efficiency by effective communication between all parties which are part of the KPMG network

Our services for your company

- Incorporation Services
 - > Preparation of articles of incorporation in draft form on basis of information provided
 - > Checking with the Luxembourg Trade Register of the availability of the name(s) proposed for the company
 - > Contact with the notary in relation with the incorporation (discussions about the draft deed, preparation of proxies if needed, ...)
 - > Assistance with the opening of a Luxembourg bank account and the contact in the context of incorporation requirements (certificate of blocked funds, ...)
- Domiciliation Services
 - > Provision of a registered office
 - > Management of incoming phone calls
 - > Management of incoming correspondence
- Provision of office space
 - > Provision of facilities to hold general meetings or board meetings upon request
 - > Permanent provision of offices
- Assistance for the provision of a part-time employee

- Assistance for the Provision of independent directors / managers
 - > Provision of one or several independant directors/managers (which are not KPMG employees). In this respect, your company will contract directly with these independent directors / managers
 - > Assistance to the appointed independant directors/managers in the day-to-day management of the company
 - > Facilities services for holding Board meetings
- Corporate Secretarial Services
 - > Follow-up and management of all correspondence sent to the company
 - > Organization and preparation of any meetings of shareholders / board of directors / managers
 - > Legally required deposit and publication formalities (financial statements, changes of directors / managers / auditor ...)
 - > Maintenance of all legal obligations incurred by the company (shareholders' register, minutes of board meetings and of shareholders' meetings, ...)
- Accounting Services
 - > Bookkeeping and creation of a Lux-GAAP compliant accounting file in Luxembourg
 - > Financial Reporting, Financial Interim Reporting as per your individual needs or specific for regulatory supervisory bodies
 - > Preparation of budgets and liquidity planning
 - > Preparation of statutory annual accounts
 - > Compilation of consolidated financial statements in Lux-GAAP, IFRS
 - > Coordination with auditors and other third parties
 - > Conversion of financial statements from LuxGAAP to IFRS and vice versa
 - > Review of compliance with regulatory requirements of accounts and bookkeeping prepared by your staff
- Accounting Advisory Services
 - > Guidance and assistance in establishing your company's accounting organization
 - > Assessment of existing accounting systems
 - > Advisory support on specific accounting topics in Lux GAAP, IFRS, US GAAP
 - > Provision of qualified staff for bookkeeping purposes
 - > Training of your staff members
 - > Communication with supervisory bodies, e.g. CSSF (Commission de Surveillance du Secteur Financier)
- Corporate tax, VAT and any other tax services
 - > Advice on your approach to tax governance, corporate tax compliance, management of your tax risks and your relationship with the tax authorities
 - > Support in designing your approach to tax data extraction and analysis
 - > Preparation, review and submission of corporate tax, VAT and any other tax returns
 - > Assistance in tax accounting and provision preparation and review for financial reporting purposes
 - > Related domestic tax planning advice
 - > Help with tax authorities' inquiries and dispute resolution

