



CORPORATE SECRETARY SERVICE

	THB
VAT Registration for Company PP20 will only be issued after your 1st VAT filing	7,800
SSO Registration for Company	6,500
Business Name Change Change at: DBD, Revenue Department & Social Security Office	12,500
Business Address Change (Bangkok Area) Change at: DBD, Revenue Department & Social Security Office	18,000
Change Company Director Change at: DBD, Revenue Department and documents to inform your Bank about the changes	12,500
Change Company Shareholder Preparation of Sales and Purchase Agreement and change at DBD	18,000
Company Affidavit Update at DBD Amendment of company objectives, additional branch and etc	7,800
On-site Translation and Coordination Service For bank account opening, interviews, applications and etc	3,500/hour
Revenue Department Registration for Foreign Employee Required when you hire new foreign employee	5,000/pax
Employee Social Security Registration (1-5)	2,500/pax
Employee Social Security Registration (6-15)	2,000/pax
Tax File Number Application	5,000/pax
Increase Company Registered Capital Update at DBD	8,500
Annual General Meeting / Emergency General Meeting Hosting of Company AGM & EGM. Includes invites and minutes of meeting	15,000

CORPORATE SECRETARY RETAINER

Get the support your business deserved. Our multilingual customer service team will act as your Corp Sec representative and provide you with updated and accurate information on-demand regarding your general business affairs and compliance requirements in Thailand. In addition to that, you will enjoy the absolute lowest price for all our corporate secretary services

**THB4,500
per month**
Prepay 6 Months

	THB
VAT Registration for Company PP20 will only be issued after your 1st VAT filing	3,800
SSO Registration for Company	2,500
Business Name Change Change at: DBD, Revenue Department & Social Security Office	7,500
Business Address Change (Bangkok Area) Change at: DBD, Revenue Department & Social Security Office	12,000
Change Company Director Change at: DBD, Revenue Department and documents to inform your Bank about the changes	7,500
Change Company Shareholder Preparation of Sales and Purchase Agreement and change at DBD	12,000
Company Affidavit Update at DBD Amendment of company objectives, additional branch and etc	3,800
On-site Translation and Coordination Service For bank account opening, interviews, applications and etc	2,300/hour
Revenue Department Registration for Foreign Employee Required when you hire new foreign employee	3,500/pax
Employee Social Security Registration (1-5)	2,300/pax
Employee Social Security Registration (6-15)	1,800/pax



CORPORATE SECRETARY RETAINER

	THB
Tax File Number Application	3,500/pax
Increase Company Registered Capital Update at DBD	6,500
Annual General Meeting / Emergency General Meeting Hosting of Company AGM & EGM. Includes invites and minutes of meeting	12,500

ADDITIONAL BENEFITS (BEST EFFORT BASIS)

- Local business ethics and culture advise
- Local business introduction
- Basic translation - For example: If you need to enquire something with certain gov't department, our customer service team can assist you where possible.
- Liaison with Police or other gov't departments
- Lodging Police Report
- Local Labor Law and Talent Management norms
- Access to our Coworking and business lounge facilities in Bangkok, Pattaya, Bali, Jakarta, Surabaya, Manila, Kuala Lumpur, Selangor and Dubai