

# HONG KONG SERVICES



## INTRODUCTION

Kensington Trust Group (KTG) established a presence in Hong Kong in 2013. In the same year it formed a strategic alliance with JTC, which was further strengthened the following year with JTC's investment.

This alliance creates a global offering of trust, fiduciary and corporate services and fund administration to what is now the collective JTC Kensington client base.

## CORPORATE SERVICES

### FORMATION

A range of options are available depending on your needs:

- Private companies limited by shares and limited by guarantee
- Public companies
- Foreign company registration
- Limited partnership

### PROVISION OF REGISTERED OFFICE AND CORRESPONDENCE ADDRESS

It is a legal obligation for every Hong Kong entity to maintain a registered address in Hong Kong to which all communications and notices may be addressed. All correspondence received is treated confidentially and is promptly forwarded onto the client.

### COMPANY SECRETARY

It is mandatory for Hong Kong entities to appoint a secretary. If the company secretary is a natural person, he or she must ordinarily reside in Hong Kong. If the company secretary is a body corporate, the address of its registered or principal office should be in Hong Kong.

### CORPORATE SECRETARIAL

We are engaged by our clients to provide corporate secretarial services and administration and in relation to a broad range of structures which include investment holding vehicles, joint ventures and entities established for corporate acquisitions and disposals. We also assist clients with corporate governance and board and executive solutions, corporate turnarounds, restructuring and insolvency.

This service includes preparation of minutes and resolutions, maintenance of statutory records and registers, attendance of meetings, searches and any other administration matters.

### BOOKKEEPING AND ACCOUNTING

It is mandatory for Hong Kong entities to maintain proper accounting records. Depending on your needs, this service may include bookkeeping, consolidation, bank reconciliation, cash flow statement/analysis, financial statements and various reporting.

### CORPORATE TAX COMPLIANCE

Our corporate tax compliance services include providing updates on tax compliance requirements in Hong Kong, preparation and filing of corporate annual income tax returns, payment of tax payable and attending to queries, if any, from the Hong Kong Inland Revenue Board.

### PROFESSIONAL DIRECTOR

We may consider offering our appointment as director of the Hong Kong companies, if required by the client.

## EMPLOYMENT PASS

We offer services for application of work permits for entities registered in Hong Kong. Our scope includes providing guidance on latest requirements in Hong Kong, compilation and submission to the Authority, attending to any queries from the Authority and arranging for endorsement.

## COMMERCIAL SUBSTANCE

- Business office in Hong Kong
  - We have several types of business office and facilities depending on your needs
- Trade support
  - Various support services covering trade documentation and administration, banking and producing trade-related reports
- Opening of bank accounts

## OFFSHORE COMPANY FORMATION AND ADMINISTRATION

We provide the establishment of cross-border structures in various jurisdictions and administration services.

## CHINA SERVICES

We provide both in-bound and out-bound services for Greater China.

## PRIVATE WEALTH SERVICES

### PRIVATE CLIENTS

Our independence and focus ensures that we listen, advise and create plans that are completely aligned with a client's personal goals. It is these qualities that have contributed towards the long-term relationships that we continue to nurture and build partnerships on. We have extensive experience in managing wealth from trust and estate planning to family governance and succession.

We have experience in administering the underlying businesses within private clients' structures which requires a blend of 'corporate style' service with the defined focus and personal interaction that underpins our traditional private client relationships.

Services which we provide to our private clients include:

- Establishment of bespoke trusts and foundations based in a number of jurisdictions for estate and succession planning, philanthropy objectives and any other specific purpose
- Provision of personal trustee services
- Ongoing administration and financial accounting including underlying structure and portfolios
- Ensuring that management and control is exercised in the appropriate jurisdiction, when required
- Partnership with licensed asset/fund managers in management of the assets

## FAMILY OFFICE

Servicing family offices is a speciality area and our associated expertise ranges from administration and structuring through to governance, succession planning and even educating family members.

## BUSINESS & FAMILY SUCCESSION

### Governance

We work closely with our clients to implement governance structures that reflect each family's values.

### Committees

As an independent advisor, we can provide cross-cultural committee members who can help families devise effective business management committee structures, which are not only efficient but also create a forum to enable the family's vision and values to be transmitted to the next generation.

### Succession

By engaging with several generations of the same family, we can build strong, effective solutions to lead our clients and their families through the complex challenges of managing generational wealth.

### Education

Engaging with younger family members to build strong financial skills teamed with real world awareness helps to preserve and sustain our clients' family vision for generations.

## ABOUT JTC KENSINGTON

JTC Kensington is an alliance between Kensington Trust Group and JTC Group. We provide personal, customised trust and fiduciary solutions as well as offering access to corporate and fund administration services through our trusted global network and alliances.

As the needs arise, we also work closely with advisors to implement bespoke solutions for mutual clients, leaving you and your management team free to concentrate on what you do best, while we support you with the **how**, **where** and **when**.

## WHAT MAKES US DIFFERENT?

**We value shared ownership.** We operate around the principle that if our people have a stake in the business, they will do a better job for our clients.

**We value relationships.** We aim to work with clients who share our belief in the importance of building strong relationships over time.

**We invest in our people.** Over 70% of our employees hold a relevant professional qualification or are working towards this through our dedicated JTC Academy.

**We embrace technology.** Our market-leading systems and operating platform are robust, powerful and flexible.

## JTC KENSINGTON - KEY CONTACTS

If our philosophy, approach and commitment to service are of interest we would love to hear from you.



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