

# ACHI BIZ SERVICES PTE. LTD.

**ONE STOP CORPORATE SERVICES WITH BEYOND EXPECTATIONS!** 

# CORPORATE AND BUSINESS SERVICES IN SINGAPORE:

INCORPORATION / REGISTRATION: PRIVATE LTD CO., VCC, PUBLIC LTD CO., FOREIGN CO., OFFSHORE, LLP, LP, PARTNERSHIP & SOLE PROPRIETORSHIP

#### CORPORATE SECRETARIAL:

NOMINEE DIRECTOR, NOMINEE SHAREHOLDER, CO. SECRETARY, REGISTERED ADDRESS, ETC

COMPLIANCE TO ENTITIES: AGM, ANNUAL RETURN FILING, ETC

BUSINESS CONSULTANCY: FOR ANY TYPE OF BUSINESS

BOOKKEEPING & ACCOUNTING: ONSITE & OFFSITE ON DAILY, WEEKLY, MONTHLY OR ANNUALL BASIS

#### ANNUAL FINANCIAL REPORTS: PERIODICAL MANAGEMENT REPORTS & UN-AUDITED FINANCIAL STATEMENTS

**GST & CORPORATE TAXATION:** PERIODICAL GST & CORPORATE TAX COMPUTATION, FORM C/C-S, ANNUALLY OR WHEN REQUIRED

### HUMAN RESOURCE FUNCTIONS:

APPOINTMENT TO RESIGNATION, EMPLOYEE INCOME TAX DECLARATION: IR8A, CLEARANCE: IR21 AND PERSONAL TAXATION

## PAYROLL SERVICES:

EMPLOYMENT CONTRACT, EMPLOYEE HANDBOOK, PAY SLIP, CPF, CLAIM LEAVE/NSMEN REIMBURSEMENTS, ETC

#### **RECRUITMENT AGENCY:**

JOB PLACEMENT WITH SINGAPORE LOCAL AND FOREIGN EMPLOYEES WITH WORK PASSES.

IMMIGRATION SERVICES: SINGAPORE CITIZENSHIP AND SINGAPORE PERMANENT RESIDENCY





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#### **EMPLOYMENT AGENCY FOR WORK PASSES:**

WORK PASSES FOR PROFESSIONALS:

- (1) EMPLOYMENT PRSS (EP),
- (2) PERSONALISED EMPLOYMENT PASS (PEP),
- (3) ENTREPASS,
- (4) <u>TECH.PASS &</u>
- (5) OVERSERS NETWORKS & EXPERTISE PRSS (ONE PRSS).

#### WORK PASSES FOR SKILLED & SEMI-SKILLED WORKERS:

- (1) <u>S PASS,</u>
- (2) WORK PERMIT FOR FOREIGN WORKER (WP),
- (3) WP FOR FOREIGN DOMESTIC WORKER (FDW),
- (4) WP FOR CONFINEMENT NANNY (CN) &
- (5) WP FOR PERFORMING ARTISTE (PA).

#### PRSSES FOR FRMILY MEMBERS: (1) DEPENDANT'S PASS (DP), (2) LONG TERM VISIT PASS (LTVP), (3) PRE-APPROVED LONG TERM VISIT PASS (PLOC), (4) LETTER OF CONSENT (LOC) FOR LTVP HOLDER &

(5) LETTER OF CONSENT (LOC) FOR BIZ OWNER-DPH.

PRSSES FOR STUDENTS: (1) WORK HOUDAY PASS (WHP) & (2) WORK AND HOUDAY VISA PROGRAMME (WHVP).



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