ACHI BIZ SERVICES PTE. LTD.

ONE STOP CORPORATE SERVICES WITH BEYOND EXPECTATIONS!

AWARD WINNER FOR THE YEAR 2022 iEntrepreneur 100 Singapore's Emerging Entrepreneurs of the Year

24 HOURS SERVICE EVERYDAY

CORPORATE SERVICE PROVIDER (CSP) / REGISTERED FILING AGENT (RFA)

EMPLOYMENT CUM RECRUITMENT AGENCY, HR COMPLIANCE & IMMIGRATION SERVICES

INFORMATION TECHNOLOGIES COMPANIES (PTE. LTD.) - SERVICE SECTOR OVERVIEW

1. CHOOSE THE REQUIRED ACTIVITIES SUCH AS SOFTWARE DEVELOPMENT, ETC
2. REGISTER YOUR DESIRED COMPANY WITH RELATED BUSINESS ACTIVITIES
3. CHECK ANY SPECIFIC LICENCE IS REQUIRED FOR YOUR NATURE OF BUSINESS
4. OBTAIN CYBERSECURITY LICENCE TO PROVIDE LICENSABLE SERVICE AS APPLICABLE
5. CHECK WITH IMDA FOR TECH SECTOR POLICIES & LICENSING AS APPLICABLE
6. CHECK WHETHER YOU NEED TO SUBCRIBE WITH VENDORS
7. REGISTER WITH IRAS FOR GST AS APPLICABLE & ELIGIBLE
8. HIRE LOCALS, MAINTAIN PAYROLL, REGISTER CPF & PAY MONTHLY CPF CONTRIBUTION, ETC
9. REGISTER MOM WPAR WITH BUSINESS ACTIVITY TO ACTIVATE WPOL &/OR EP E-SERVICES
10. CHECK WHETHER YOUR SERVICE IS FALLING UNDER HIGH DEMAND IN SG TO SUPPORT EP
11. CAN START TO HIRE EMPLOYMENT PASS HOLDERS (NOT SUBJECT TO QUOTA & LEVY)
12. GET ELIGIBLE WITH QUOTA TO HIRE S PASS & APPLICABLE WORK PERMIT (WP) HOLDERS
13. PAY FOREIGN WORKER LEVY (FWL) FOR BOTH S PASS & WORK PERMIT HOLDERS
14. CLAIM WAIVER OF LEVY WHEN S PASS OR WP HOLDER IS ON CERTAIN TYPES OF LEAVES
15. DECLARE EMPLOYEE EARNINGS ANNUALLY (IR8A)
16. SEEK TAX CLEARANCE (IR21) WHEN FOREIGNERS & PR LEAVING EMPLOYMENT
17. DO BOOKKEEPING, ACCOUNTING & BE PREPARED FOR GST RETURN (IF APPLICABLE)
18. SUBMIT GST RETURN QUARTERLY / PERIODICALLY AS APPLICABLE
19. REVIEW THE LICENCES PERIODICALLY AS APPLICABLE FOR RENEWALS
20. SUBMIT ECI WITHIN 3 MONTHS FROM FINANCIAL YEAR END (FYE)
21. PREPARE ANNUAL FINANCIAL STATEMENTS (FS) & XBRL IF APPLICABLE
22. CONDUCT AGM WITHIN 6 MONTHS FROM FYE (IF INELIGIBLE FOR AGM-EXEMPT)
23. GET AGM EXEMPT IF FS IS SENT TO MEMBERS WITHIN 5 MONTHS FROM FYE
24. FILE ANNUAL RETURN (AR) (WITH XBRL IF APPLICABLE) WITHIN 7 MONTHS FROM FYE
25. FILE TAX RETURN ANNUALLY & PAY CORPORATE TAX PROMPTLY

www.achibiz.com

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SINGAPORE ENTREPRENEUR 100 AWARD YEAR 2022 WINNER

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