

GSI Hong Kong Services' Charge

Professional Services	Content of Services	Charge Reference (HKD)	
Company Registered Address Service			2,300 / year
Company Secretary Services	Collection of letter, telephone, fax and email	300 / month	1800 / year
Office rental	Office desk rental, including	3,000 / month	24,000 / year
	1. one office computer		
	2. 50 pages black and white print/copy per month		
	3. basic stationary use		
	4. pre-booking for free use of conference room		
	* addition printing/copying charges	1.0/page A4(Black/White)	3.0/page A4(colour)
	* Conference preparation and arrangement (include big scale conference)	Be discussed separately	
Accountant Services	1. Financial Accounting	800 / monthly	6,000 / annual
	2. Annual Return (Zero declaration)		8,000 up
	3. Audit Report (Zero declaration)		5,000 up
	4. Change of Company Registration issues : company name / address / shareholder, director / company secretary (accountant) / company registration or deregistration services	3,500 up per item	
Global remittance, money exchange services, collection or payment for client	(Cash / transfer / cheque / TT / LC / BG)	50 up / commission	
Pick-up service	Individual or group, 5 seats' vehicle or 7 seats' vehicle	300 up / trip	
Car rental Service (include driver)		800 up / half day	
Design Company Website		3,000 up	
Other consultation and field services		Be discussed separately	
Hong Kong and overseas legal consultation		Be discussed separately	

* The above is the updated fee table for 2020

* The relevant fee update will be adjusted according to market trends. Please contact our company for details!