

# Your Business Passport to China

We have over 30 years China experience assisting Western companies to do business in China. We begin by helping our clients with entity selection and business registration in the complex China market with constantly changing rules and regulations.

Our team of Hong Kong/China CPA's and lawyers provide businesses looking to enter the China Market, the ability to tap the resources of local legal and accounting advice directly.

A personalized approach that gets your new entity up and running faster with accounting, HR, and admin services that includes monthly tax declarations, payroll, social benefits, budgets, expense reporting, banking, and interface with all of the local Chinese government departments involved in the daily running of an enterprise in China.

## **Our Mission**

"To help international clients establish and maintain a smoothly operating legal business presence in China while building long term relationships."



We employ professionals who understand the Chinese economic environment, government processes and western culture and the challenges of living and operating in China.

Incorp China believes in a full service model. This means that we are trying to provide all services you could require from Administration to Z and everything in-between. As a result, we are constantly looking to expand our scope of services



#### **Company Setup Services**

The rules and regulations in China are constantly changing. Our team have daily contact with the local government ministries involved in the complex process of setting up a company in China. Our 30 years of experience and relationships will ensure a smooth registration and get you up and running faster.



### **Back Office Support and Maintenance Services**

We are your single point of contact for total back office management and your trusted source with a proven track record since 1984. We will manage your entire admin, HR, accounting, communications and payroll under one roof. A single trusted source and trusted partner.



#### **HR Support**

We have a China-wide support network to handle payroll, personal incometax, social insurance, housing fund, and work visa in all primary and secondary cities.



## **Logistics Services**

Our logistics colleagues in Hong Kong/China have over 25 years experience in all aspects of logistics and supply chain management including ocean freight, air freight, trucking, railfreight and courier service.



## **Quality Control Services**

We assist you with Q/C for goods in process and outgoing shipments, ensuring you get your products on time and on spec. Services include NPI, Vendor Audits, Vendor Selection, ramp up production, warehousing set up.



## **Moving Service**

Incorp China has been working with an international moving company for many years. Our customers can therefore rely on us to deliver them high quality moving service for both their office and personal living space.