

# Services Catalogue

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This catalogue outlines the professional services that we can offer, with the overarching goal of ensuring maximum coverage in the different areas of management consulting.

Although our core services are tax and legal-business consulting, we currently provide a broad range of professional services that enable us to offer quality, personalised guidance in all areas of business.

We will be happy to provide you any additional information you may require.

Yours truly,

Martí Casanovas Lax  
CASANOVAS ASSESSORS FISCALS, SLP

## **TAX**

### **Business and corporate taxation**

- Recurrent consulting on corporate taxation.
- Taxation of consolidated groups.
- Taxation of cooperatives.
- Taxation of foundations and non-profit organisations.

### **Indirect taxation**

- VAT, IGIC (Canary Islands General Indirect Tax) and special taxes.
- Foreign trade (exports and imports).

### **Taxation of family businesses and personal wealth**

- Tax consulting for the family business.
- Taxation of investment and tax optimisation structures.
- Generational transfer of family businesses.
- Tax planning and consulting for family wealth.
- Taxation of family inheritances and donations.

### **Taxation of pharmacies**

- Specific tax guidance for pharmacies.
- Transfer of pharmacies (sale, donations, successions, partial transfers, etc.).

### **Tax procedures**

- Tax management and inspection procedures.
- Collection procedures and sanctions.
- Administrative and judicial claims.
- Procedures in tax offences.

### **Taxation of business transactions and corporate restructuring**

- Asset acquisitions and transfers.
- Mergers and divisions.
- Optimisation of corporate structures.
- Strategic alliances.

### **Transfer prices**

- Guidance on pricing policies and preparation of documentation on related-party transactions.
- Preparation of cost sharing and management support agreements.

### **International taxation**

- International investment planning and consultancy.
- Guidance on the application of international double taxation agreements to sales transactions.

## **LEGAL**

### **Company law**

- Formation, restructuring and dissolution of business enterprises.
- Formation, restructuring and dissolution of joint-property entities, private partnerships, foundations, cooperatives and associations in general.
- Capital increases and reductions.
- Appointment and removal of administrators.
- Granting and revocation of powers of attorney.
- Adaptations and amendments of articles of association.
- Drafting the minutes of shareholders' and board of directors' meetings.
- Business restructuring operations (mergers, divisions, share swaps, contributions of business branches, etc.) with application of special tax treatments and rebates.
- Mediation and negotiation in business conflicts.
- Attendance at shareholders' and board meetings.
- Acting as secretary of boards of directors.
- Business transfers.
- Business and legal reports and statutory audits.
- Arbitration.

### **Contracts**

- Real estate: purchase and sale, swaps, mortgages, segregations, groupings, declarations of new construction, horizontal property divisions, etc.
- Lease agreements for business premises and dwellings.
- Loan and participation account agreements.
- Agency and distribution agreements.

- Works contracts.
- Commercial contracts in general.

### **Inheritances and donations**

- Guidance on inheritance and donation-related issues.
- Wills, inheritance contracts, marriage agreements and documents related with inheritances and donations.
- Study, formalisation, distribution and handling of inheritances.
- Donations.

### **Family business**

- Study, planning and strategic consulting for generational renewals.
- Formalisation of family protocols and their monitoring, with management support.
- Optimisation of the taxation of family estates.

### **Pharmacies**

- Specific tax guidance for pharmacies.
- Transfer of pharmacies (sale, donations, successions, partial transfers, etc.).

### **Bankruptcy law**

- Advice, planning and monitoring of bankruptcy proceedings.
- Advice to administrators on bankruptcy issues.

### **Marriage law**

- Pre-nuptial agreements.
- Separation or divorce agreements.
- Financial and tax study of the separation of assets and awards.

## **ECONOMIC-FINANCIAL CONSULTING**

- Analysis of the firm's financial statements with the goal of optimising management and internal control.
- Economic-financial reports and opinions.
- Cash flow plan and viability.
- Analysis of potential investments and their financial viability.

- Company valuations.
- Business acquisition processes. Due diligence.
- Expert opinions.
- Economic-financial planning.
- Design of internal procedures and administrative circuits.
- Strategic consulting in the financial area.

## **ACCOUNTING**

- Formalisation of annual accounts.
- Budget control and management.
- Formalisation of accounts.
- Management and guidance in cost accounting implementation and monitoring.

## **EMPLOYEE RELATIONS**

- Recurrent consulting on labour matters.
- Formalisation of payrolls, additions, removals, etc.
- Formalisation of Social Security returns (TC1, TC2, etc.), applicability and follow-up of exemptions, rebates.
- Personal income tax withholding returns, annual summaries, certificates.
- Formalisation of employment contracts and their renewals.
- Reports and opinions on labour matters.
- Labour audits.
- Representation before the Administration (Catalan Government Employment Office, Mediation, Arbitration and Reconciliation Centres, etc.).
- Headcount reduction procedures.

## **DATA PROTECTION**

- Guidance on the application and adaptation of data protection regulations.
- Formalisation of the security document.
- Guidance on application of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016.
- Formalisation of confidentiality agreements.