



SARKAR OFFICE JAPAN KK

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Sarkar Office Japan K.K.

OFFICE SARKAR
"Since 1993"

JAPAN

"One-stop Solution"

Incorporation & Post-incorporation Support
Market-entry, Co Registration, Tax, Immigration

Consulting & Administrative Legal Services **"Business & Administrative Services"** **for Foreign Companies and Entrepreneurs willing** **to establish a legal business entity in Japan.**

Sarkar Office Japan KK is a "Consulting and Administrative Services" firm involved in providing "One Stop Solution for Market Entry Support" to entry and post-entry, administrative, and legal business services to foreign companies and entrepreneurs since 1993.

Sarkar Office Japan KK has extensive knowledge and experience serving a multi-industry and diversified clientele of various nationalities, including multinational companies, major Japanese companies, the Indian conglomerates, small & medium size companies, emerging growth companies, NGOs, NPO, government agencies, semi-government organizations, and new start-up companies.



Services At a Glance:

Japan Incorporation Service: -

- Incorporation of a Branch Office of a foreign company
- Incorporation of a Subsidiary/Local Japanese Company(Kabushiki-Kaisha [KK] or (Godo-Kaisha) [GK] / LLC

Post incorporation Service: -

- Monthly Payroll
- Accounting & Book-keeping as per local standard
- Year-end adjustment for staff salary withholding income tax (Mandatory requirement for Employer in Japan)
- Staff Individual Tax return (in case of multiple sources of income or income above 20M yen)
- Social Insurance Staff enrollment & ongoing support as required based on local regulation
- Corporate Annual Tax return (Mandatory requirement for Branch or Local Co)
- Application & procedure re Immigration services (Status of Residence [Work Permit]) for foreign employee from overseas or local hire & ongoing support as required based on local regulation

Administrative Business Service: -

- Japanese Company Registry Information as per Government Authority (ROC) record
- Obtaining a Special license (if required) for particular activities if required per local regulation such as Special license for dispatching IT Professionals to work at Client's premises; Temporary worker dispatch; Permanent worker dispatch etc.

Business Service: -

- Virtual business entity establishment & operation in Japan (subject to evaluation of a particular case & after doing due- diligence) and Local staff Recruitment assistance (through local associate)
- Virtual Office / Business center support (through local associate)
- Interpreter & Translation services (subject to evaluation)
- We offer a tailor-made solution for the Client's specific requirement, including of box solution (subject to evaluation)
- Undertake assignment to assist Client in looking after their day to day activities in Japan (only after evaluation/assessment of the Client's business activities in Japan, requirement & after doing the due-diligence re the Client's proposed business activities in Japan)
- Search & support re physical office on rental & related issues (subject to evaluation)
- All administrative business issues in Japan as "One Stop Solution" except legal court cases.

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