



## Starting or expanding your business in the United States?

The United States presents an unparalleled opportunity for business expansion and growth with an economy valued at a staggering \$20.4 trillion. Don't miss the opportunity to tap into the US markets because of administrative and regulatory challenges. Understanding and complying with the laws governing your business, whether they are imposed at the local, the state or the federal level, can be an enormous hurdle that slows and sometimes derails even the best business expansion plans. ***Let TABS help you navigate these hurdles and keep your US business expansion on track.***

TABS provides the assistance and guidance needed to successfully enter and navigate the US market. As a trusted and proven partner to hundreds of businesses, our international team draws on decades of knowledge and first-hand experience in establishing businesses from every sector in the US, positioning them for success.

TABS offers a comprehensive suite of services which can be tailored to your business' specific needs. No task is too big or too small for us to handle. As your business needs change, TABS adapts with evolving support that helps you reach your changing organizational goals.

*'It is rewarding to see that our work leaves clients free to focus on growing their brand and business in the US.'*

Jacob Willemsen, Founder TABS Inc.

## Streamline your business in the US with TABS. Our services include:

### Financial Administration

TABS' dedicated financial team provides guidance necessary to navigate the complex federal and state regulations that govern how business should be done in the US, including:

- Bookkeeping and financial reporting
- Managing corporate income and sales tax filings
- Opening and managing US bank and merchant accounts (for credit card processing)
- Check receipt and deposit services
- Accounts payable and accounts receivable

### Food and Drug Administration Guidance and Compliance

TABS offers FDA compliance including FDA agent and support services related to product registration, facility registration and label review for food and beverages, cosmetics, drugs, and medical devices.





## Payroll and Human Resources

TABS' team of human resource specialists brings comprehensive knowledge of US employment regulations and practices to the table, simplifying the management of your US-based workforce.

Whether it's processing payroll, dealing with complex HR issues or helping you attract and retain top talent, TABS helps companies develop the best practices that will keep their US-based workforce motivated and productive.

Our team assists with:

- Establishing payroll and employer registration accounts, and processing periodic payroll
- Onboarding and off-boarding of personnel
- Setting up mandatory workers' compensation and disability insurance
- Creating and administering compensation and benefit plans, including retirement plans, commuter benefits, health insurance and supplemental benefits
- Maintaining compliance with the ever changing federal, state and local employment laws and regulations
- Acting as your representative to various agencies and authorities, such as state unemployment agencies

## Corporate Secretary and Compliance

Our Corporate Secretary team is your guide to corporate compliance. TABS ensures that your company is in good legal standing, operating in accordance with its governing documents and applicable laws. We help you to be ready for any due-diligence examination and help to maintain and protect owners' limited liability status by:

- Coordinating, hosting and drafting minutes for board meetings and annual meetings of shareholders,
- Filing mandatory reports and taxes at the federal and all applicable state and local levels,
- Actively engaging with you to determine whether there have been any material changes in your business operations that might trigger new filing requirements, and
- Preparing and maintaining all applicable governing documents (meeting minutes, resolutions, operating agreements and statutory registers).

Failure to adhere to compliance and regulatory obligations can have potentially severe legal and financial consequences; let TABS help you stay compliant.

## US Presence/New York Presence

TABS provides your company with a convenient, recognizable and respected address in New York city. Our clients enjoy access to:

- Mail and address services, with mail scanned and shared via secure server
- Reception, phone answering and phone forwarding services
- Flex desks, office suites and conference rooms
- TABS can also provide all services elsewhere in the US

**To learn more** about the many benefits of partnering with TABS, contact us today to set up a free consultation. Call +1 (347) 694-5321 ext 304 or email your contact information to [info@tabsinc.com](mailto:info@tabsinc.com).

