



# Novasol Judicare Inc.

*Education and management services for International Legal Entities*

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## **Executive Management Services for International Business Corporations or Domestic Corporations**

These services basically cover the duties of a Chief Executive Officer, hired by the Board of Directors. The duties will be performed by Novasol Judicare Inc. and its officers and staff. The IBC or the Domestic Corporation is referred to as "the Business".

### **Our standard package includes:**

A. Authorization from the Board of Director to Novasol Judicare Inc. to perform the following management services for the Business:

- Maintaining necessary records of business operations for the Business;
- Receiving and sending mail, to and from the Business's legal address when required and as required, otherwise from Novasol's address in Canada;
- Draft agreements for the Business, as needed in the co-operation with other businesses, particularly including a domestic/offshore sister corporation;
- Execute and follow up of those agreements, particularly including invoicing and payment requests, and having agreements signed by the Director when needed;
- Facilitate obtaining legal advice for the Business as needed;
- Performing other management services as required, including co-signing/management of bank account.

B. On-line consultations with the client, up to 2 hours per quarter, except first quarter up to 4 hours. These consultations will generally take place as mini-Webinars in Novasol's voice/chat room in order to protect the Client's privacy.

C. Forwarding of mail via mail, fax, or e-mail, up to 15 letters per quarter.

- D. Sending standard mail, such as invoices, up to 10 letters per quarter.
- E. Other unspecified management and consulting services, such as telephone advice, draft of specific agreements and other business documents, and administrative tasks in excess of what is specified in C and D above, as agreed from case to case with the client. These services can be included in the consulting services in B, but can also be contracted at a 20% discount on the standard rates for project work.

**Our fees for the Executive Standard Package:**

There is a fee for setting up the account, and a yearly fee.

Management services are contracted for a quarter at a time. Payment for additional services may be subject to payment of an up-front retainer or a partial down payment.

You will find the fees in the document

<http://freedomfromtaxes.com/IBCs/Common/CorporateFees.xls>.