**Taxhousebd**

[**www.taxhousebd.com**](http://www.taxhousebd.com)

[**info@taxhousebd.com**](mailto:info@taxhousebd.com)

**+880 1977 099 361**

**+880 1717 576 191**

**+880 1913 473 798**

**About Us**

**TaxHousebd is a promising Tax, Accounting & Business advisory services firm. We are providing services as per client’s requirements. We have blended different category of expertise and professionals that’s why we provide highest level of services to the client according to professional standard and ethics.**

**TaxHouse provides a comprehensive service of advice and support to new and established business including Tax, Accounting & Business consultancy. We have developed a range of advisory services that can add real value to your business. Take a look at our services section to discover how we can assist your business grow.**

**Our Services**

**Taxation Services**

**Individual Taxation**

**Corporate Taxation**

**Registration & Business Advisory Services**

**Business Start Up**

**Office Automation Services (OAS)**

**Business Automation Management (BAM)**

**Accounting & Finance**

**Corporate Secretarial Services**

**Data Entry**

**Individual Taxation**

**Tax seems to be burden to People. Taxation is called the Public Finance of the country. Moreover, Business always comply with rules and regulations. We know how to grip individual Taxation.**

**These includes**

**Individual Tax Planning**

**Individual Tax Assessment**

**Individual Tax Return**

**Processing of Tax Payment Documents**

**Advising about Tax Rebate**

**Corporate Taxation**

**Tax rules & regulations are rigid. But we have to managing Tax. Our Tax Team have vast experience to assist your Tax matters. We provide the following services**

**Corporate Tax Planning**

**Corporate Tax Assessment**

**Advance Tax**

**Withholding Tax**

**Transfer Pricing**

**Tax Dispute Resolution**

**Indirect Tax**

**Business Start Up**

**New business Start Up is complex process. We are ready to help entrepreneurs in setting up their business in Bangladesh. We provide the following services**

**Name Search**

**Preparation of Articles of Association and Memorandum**

**Processing Registration Documents**

**Assistance in formation of new company and branch office**

**Obtaining permission from Board of Investment (BOI)**

**Annual Return**

**Amendment of Shareholders and /or Shareholders**

**Registration of increase capital**

**Amendment of registered address**

**Tax Registration**

**Vat Registration**

**Trade License**

**Export/Import certificate (ERC/IRC)**

**Office Automation Services (OAS)**

**Office Automation means computer and software used to digitally create, collect, store, manipulate and relay office information needed for accomplishing basic tasks. We provide following software for Office Automation Services**

**Accounting Software**

**Inventory Software**

**Payroll Software**

**Accounting & Finance**

**Our Accounts and Finance team manage all financial functions smoothly. We provide following Accounting & Finance services**

**General Accounting**

**Accounts Receivable management**

**Accounts Payable management**

**Accounts reconciliation**

**Fixed Asset accounting**

**Inventory management**

**Budgeting & Forecasting**

**Fund management**

**Estimation of cost**

**Financial reporting**

**Project accounting**

**Corporate Secretarial Services**

**Company secretary is an important for a company. He must know the updated rules and regulations. We provide the following services**

**Board meeting arrangement**

**Drafting Board meeting minutes**

**Maintenance of all statutory books**

**Documentation services**

**Data Entry**

**Data entry mean record documents. Company prepare various types of report for internal and external purpose. They require data for reporting purpose. We also help them to entry data.**

[**http://www.azconsultantbd.com/**](http://www.azconsultantbd.com/) **bd.**

[**http://www.bdo.com.bd/bcs/**](http://www.bdo.com.bd/bcs/)

**Useful Links**

National Board of Revenue (Tax Authority) www.nbr-bd.org

Bangladesh Bank (Central Bank) www.bangladesh-bank.org

Registrar of Joint Stock Companies & Firms www.roc.gov.bd

Bangladesh Securities and Exchange Commission (BSEC) www.sec.gov.bd

Dhaka Stock Exchange (DSE) www.dsebd.org

Chittagong Stock Exchange (CSE) www.cse.com.bd

Insurance Development and Regulatory Development (IDRA) www.idra.org.bd

Bangladesh Customs www.customs.gov.bd

Board of Investment Bangladesh www.boi.gov.bd

Ministry of Law www.minlaw.gov.bd

Ministry of Foreign Affairs www.mofa.gov.bd

Institute of Chartered Accountants of Bangladesh (ICAB) www.icab.org.bd

Institute of Cost and Management Accountants of Bangladesh (ICMAB) www.icmab.org.bd

Institute of Chartered Secretaries of Bangladesh (ICSB) www.icsb.edu.bd

Charted Institute of Human Resources and Development (CIHRD) www.cihrd.com

Chief Controller of Imports & Exports www.ccie.gov.bd

Federation of Bangladesh Chambers of Commerce and Industry (FBCCI) www.fbcci-bd.org

Metropolitan Chamber of Commerce & Industry (MCCI) www.mccibd.org

Dhaka Chamber of Commerce & Industry (DCCI) www.dhakachamber.com

BGMEA www.bgmea.com.bd

BKMEA www.bkmea.com

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|  | **DOWNLOAD**  **RJSC FORMS & SCHEDULE** |  |
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| **TYPES** | **Particulars** | **SEC As Per CA 1994** |
| Form 117 | INSTRUMENT OF TRANSFER OF SHARES |  |
| Form 23B | Notice by Auditor | Section 210 (2) |
| Form I | Declaration on Registration of Company | Section 25 |
| Form III | Notice of the Consolidation, Division | Section 53,54 |
| Form IV | Notice of Increase Share Capital | Section 56 |
| Form VIII | Special Resolution / Extraordinary Resolution | Section 88 (1) |
| Form IX | Consent of Director to Act | Section 92 |
| Form VI | Notice of situation of Registered office of any change | Section 77 |
| Form VII | STATUTORY REPORT | Section 83 |
| Form X | List of Personal Consenting to be Directors | Section 92 |
| Form XII | PARTICULARS OF THE DIRECTORS, MANAGER AND  MANAGING AGENTS |  |
| Form XIV | Declaration before commencing business in case of the Company Filing a Statement in lieu of Prospectus | Section 150 |
| Form XLI | Notice of alternation in the address of the Registered of principal office | Section 277 |
| Form XV | Return of Allotment | Section 151 |
| Form XXXVII | Notice of the address of the Registered of principal Office of the Company |  |
| Form XXXVIII | List of Directors and Managers by Section 379 | Section 379 |
| Schedule X | ANNUAL SUMMARY OF SHARE CAPITAL AND LIST OF SHAREHOLDERS | Section 36 |