



**Latin America's Leading
Provider of Commercial
Representation and
Back-Office Services**



BIZLATIN
HUB

www.bizlatinhub.com

OUR HISTORY

The Biz Latin Hub group was established in 2014 to assist both local and foreign companies doing business in Latin America, by providing a full suite of multilingual Commercial Representation and Back-Office Services. The group is owned and managed by an experienced team of local and expat professionals, dedicated to assisting clients in navigating their way through the complexities of the Latin American business environment.

The Biz Latin Hub group's value proposition is intrinsically linked to our ability to bridge the professional gap between foreign and Latin American culture and highlighted by our unparalleled reach across the region, making us well positioned to help companies and individuals enter and operate within the Latin American business marketplace. Our clients rely on our tailored and reliable multilingual services to understand the local market and take care of their backoffice needs and so that they focus on growing their core business.



OUR SERVICES

- ◇ Accounting & Taxation
- ◇ Company Formation
- ◇ Commercial Representation
- ◇ Due Diligence
- ◇ Immigration Services
- ◇ Legal Services
- ◇ Recruitment and Hiring

ACCOUNTING & TAXATION

We handle your accounting, taxation, and financial needs so you can focus on growing your core business



Bookkeeping

Management and updating of company books and registries

Invoice Management

Management of invoice processing and support with payment transactions

Treasury Services

Management of company bank accounts and payments

Audit and Tax Filing

Preparation and filing of monthly /annual tax declarations

Payroll Processing

Calculation, presentation and payment of company payroll

Accounting & Taxation

Preparation and delivery of financial and management accounting reports

COMPANY FORMATION

We offer a comprehensive and streamlined solution for setting-up and maintaining your local legal entity

Company Incorporation

Preparation and registration of company incorporation documents

Company Books

Creation of official company books and registries

Unique Tax Identifier

Application and securing of your unique local company tax identification

Fiscal Domicile

Provision of local address for fiscal, legal and mailing requirements

Legal Representation

Provision of a company Legal Representative ("Local Director")

Corporate Governance

Drafting and management of company corporate & legal compliance documents



COMMERCIAL REPRESENTATION

Quality commercial representation services to ensure fast, efficient and effective route to market



Understand the Client

Confirm client's business objectives

Commercial Engagement

Direct contact with distributors, suppliers and potential clients

Valid Opportunity

Review and analyse the local market

Market Entry Support

Support with navigating the local business and cultural environment

Route to market

Leverage product/service advantage to develop fast & efficient market entry strategy

Ongoing support

Continued fiscal representation and back-office support

DUE DILIGENCE

Manage your business risks with tailored and thorough due diligence services for your investments, business partners, suppliers, employees and clients

Due Diligence

Background checks on individuals and legal entities across multiple countries

Polygraphic Examinations

Administration of pre-employment, routine, target, or post-incident testing

Corporate Intelligence

IP protection, corporate espionage prevention and competitor analysis using data mining and big data analysis

Investigations

Provision of fraud investigations and expert advice on extortion cases

Risk Management

Crisis management, contingency planning, mitigation and prevention systems, and risk management auditing

Security Services

Provision of cyber security services and protective security services for individuals and assets



IMMIGRATION SERVICES

We provide a personalised and comprehensive approach for your immigration needs



Immigration Consultation

Personalised evaluation of your immigration needs

Immigration Strategy

Confirmation of the optimal immigration strategy

Application Management

Preparation and management of the visa application

National Identification

Application and securing of your national identification card

Case Management

On-going and personalised case management

Other Services

Other immigration and visa appeal legal support services

LEGAL SERVICES

Provision of corporate and specialised legal services to enable your local business

Corporate Law

Commercial agreements, contracts, corporate documents, IP registrations and trademarks

Mining Law

Legal services encompassing concession applications, permit applications and commercial agreements

Litigation and Negotiation

Legal support with litigations and commercial negotiations

Labor Law

Preparation of employment contracts and company support for managing employee legal matters

Trade Law

Comprehensive legal support for the importation and exportation of products

Liquidation Services

Provision of legal support for the liquidation of local legal entities



RECRUITMENT & HIRING

We provide highly targeted executive recruitment services. After-which we provide help during the hiring process, either through a Professional Employer Organization (PEO) / Employer of Record Solution or through essential setup support



Executive Recruitment

We offer specialized executive recruitment services to help seek out and recruit quality local staff.



Employment Outsourcing

We support your expansion into new markets by hiring local staff on your behalf

Employment Law Services

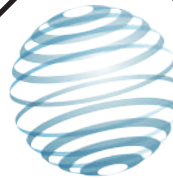
Our experienced legal teams can ensure that you comply with local employment law



SOME OF OUR SATISFIED CLIENTS

We're uniquely positioned to support our clients to enter and operate within the Latin American market-place

CIRCUS.



IFU

HubSpot



**Imperial
Tobacco**



Hexa Resources



CARGOJET





Contact Us:

We're ready to support you and your business in Latin America

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