



International business

Checklist to setting up your business in the UK

With often complex tax and business regulations, establishing a foreign company in the UK can be a daunting task. However, with the right preparation, it can also provide huge opportunities. We outline the key steps you will need to undertake when setting up and running your UK business.

Setting up in the UK

The requirements to establish your international business in the UK can be onerous and include:

- Choice of legal structure required
- Formation/registration of UK entity
- Completion of Companies House filings, including appointment of directors
- Set up a registered office address
- Registration for Corporation Tax
- Registration for Payroll scheme
- Registration for VAT
- Setup of a compliant workplace pension scheme for auto-enrolment, where there are UK based employees
- Set up of a cloud-based accounting system which can be administered from overseas
- Open a UK bank account
- Preparation of employment contracts
- Appoint a legal advisor
- Find an insurance broker

Ongoing UK compliance

Once your UK business is set up, there a number of ongoing requirements you need to consider:

- Preparation and filing of quarterly VAT returns
- Preparation and filing of annual financial statements
- Preparation and filing of annual Corporation Tax computation
- Payroll, including tax payment annual payroll returns and auto-enrolment pension scheme administration
- Ongoing Company secretarial for all Companies House filings e.g. Annual Confirmation Statement
- Bookkeeping
- Management accounts
- Board minutes approving key decisions
- Audit
- Corporation tax planning
- Transfer pricing reports

GGI - your gateway to the global marketplace

As an independent member of GGI, one of the top ten international accounting, consulting and law firm alliances, our firm is able to deliver the best possible advice on a global scale. Through GGI we have access to experts around the world who are able to give advice on local regulations, compliance and go-to-market strategies.

GGI's broad international presence opens up a gateway to the global marketplace for both us and our clients. Through our GGI membership we have access to high quality firms in nearly every major financial and commercial centre worldwide. This remarkable facility applies whether you are looking for business opportunities beyond national boundaries, or need international support in addition to services in your home market.

We are here to help and support your success wherever your business takes you.

For more information, visit [GGI](#) online.



How we can help

We can assist with every aspect of setting up and running a UK company. We work with you to decide which trading entity and structure is best suited to your needs.

Our team can provide as much or as little support as you require for your back-office finance function and ensuring all UK specific company reporting obligations are met.

We can also provide contact details and act as a local liaison to all UK based legal advisers, insurance brokers or any other service provide you may require.

In short, we can be your one-stop-shop provider to help you get your newly established UK company off the ground.

Find out more

T: 01903 234 094

E: info@carpenterbox.com

www.carpenterbox.com



Part of the **SUMER** Group

Key contacts



Tony Summers

Partner, Head of International

E: tony.summers@carpenterbox.com



Thomas Mobee

VAT Director, Head of Indirect Tax

E: thomas.mobee@carpenterbox.com



Andrew Neuman

Client Service Director

E: andrew.neuman@carpenterbox.com