



LEXEN LAW

SIMPLIFYING UK COMPANY FORMATION

UK Director and Accountancy Service



Expert Services

01 Why hire Lexen Law?

Creating a UK company and applying for a sponsor licence can be complex, especially with the array of compliance requirements and administrative tasks involved. Typically, accountants provide several critical services to help businesses navigate this process.

However, Lexen Law simplifies this journey by offering a comprehensive UK Director and Company Secretary Service, saving you time and hassle. Here's a breakdown of the services we provide:





Expert Services

01 Register Your Limited Company

We strive to be a leader in our industry and to be an example of excellence for others to follow.

02 Digital Company Documents

Receive a complete set of digital company documents directly to your email, including:

- Certificate of Incorporation
- Memorandum & Articles of Association
- Share Certificates

03 Company Register with Entries

Access a digital version of your company's statutory register, with initial entries pre-completed as of your incorporation date.





04 Business Bank Account

We ensure your new limited company is fully approved and ready to trade within just a few days, streamlining the company formation process.

06 London Office Address

Use a prestigious Covent Garden, London address as your registered office. This includes free forwarding of all government mail by scan and email, giving your business a professional image without additional cost.

07 Free Domain Name

Establish your online presence with a free .com or .co.uk domain name for one year, included as part of our service.





08

First Confirmation Statement

A Confirmation Statement is a mandatory filing that every UK company must submit to Companies House annually. This statement confirms or updates important details about your company, including:

- Standard Industrial Classification (SIC) codes
- Share capital and shareholders
- The trading status of your company's shares
- Verification of previously reported information, such as director details and People with Significant Control (PSC)

Frequency

A Confirmation Statement must be filed at least once every 12 months. Additional filings can be made within this period if necessary, but at least one annual submission is required to avoid penalties, including the risk of the company being struck off and potential legal repercussions for directors.



We manage the submission of your first Confirmation Statement to Companies House, ensuring that you meet the necessary filing deadlines and stay compliant.



Additional Services Provided by Lexen Law

01 GDPR Compliance

Receive expert guidance and templates designed to help your company achieve full compliance with the General Data Protection Regulation (GDPR) efficiently and effectively.

02 VAT Registration

If your business requires VAT registration, we will handle the entire application process on your behalf, ensuring compliance with HMRC regulations.



03 PAYE Registration

We manage the registration of your company for Pay As You Earn (PAYE) with HMRC, allowing you and your employees to receive salaries through a compliant payroll system.



12 Months of Service

● Full Company Secretary Service for 12 Months:

Our comprehensive company secretary service includes

- Appointment of a company secretary registered with Companies House.
- Ongoing maintenance of your statutory register.
- Filing of your annual Confirmation Statement
- Up to ten free changes to your company per year, such as transfer of shares or changes in directors





**For inquiries,
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