

edia

EVO Business Centre Bratislava
The Slovak Republic

edia, SA, Representative Service, Venturska 14, 811 01 Bratislava, The Slovak Republic
tel.: +421 2 5464 7844 fax: +421 2 5464 7845 e-mail: info@edia.sk web: www.edia.sk

Confidentiality and Independence

We require the strict adherence by all our personnel to the ethical rules of our company. As such, in all aspects of our practice, we maintain a strict standard of confidentiality with regard to information that is obtained during the performance of our assignments. Furthermore, our company and staff will maintain their independence with respect to interests in its clients.

Representative Service - Business Centre Slovakia

We would like to introduce ourselves as a leading company in the field of Organization Consulting and Representative Services in Bratislava in the Slovak Republic including Virtual Office Solutions, Company Registration, Development Representative, Back-Office Services, Financial Accounting, Bookkeeping, Reporting and Payroll.

Based on our detailed regional knowledge, experience and personal contacts we are able to provide our clients with valuable and high level services in the area of creation and development of foreign subsidiary in Slovakia. The success we have reached in this area allows us to say that we are real experts in this field of activity.

Our project called EVO - edia virtual office has its goal to attract foreign/out-of-state companies and to help them to develop their business in the Slovak Republic. Therefore we are ready to provide them all with all administrative support needed, mailing address and the seat of their company, full access to our equipped meeting and conference facilities. EVO covers the issues of entering the Slovak market by a foreign company. We are prepared to represent them in dealing with local authorities as the Company Register, Customs Office or Tax Office. In case of interest we are ready to help to our clients in personnel matters as well. We are able to find a suitable representative and arrange a proper domestic staff recruiting at the professional level. Business center EVO is providing the legal address/seat for our clients without the expense of full time office space.

EVO solutions are designed for companies desiring to establish a prestigious presence in Bratislava as a necessary step for creation of their quality business image. We are looking forward to explore all the possible fields where we can help you to expand your business or operations.

Company Incorporation - Ready Made Companies

Since 1999 we have been providing premium quality administration and consulting services including formation of ready made and tailor made companies, registered office services and virtual office services to the wide range of international clients who decided to set up their businesses in Slovakia.

Ready made company is a limited liability company or a joint stock company which has already been incorporated, is available for immediate use and comes with full professional company documentation. As the regular incorporation process in Slovak legal environment takes at least 10 days, the purchase of a ready made company will be beneficial on circumstances when an existing company is required urgently and no time can be allowed for the incorporation to be completed.

All of our ready made companies are guaranteed not to have previously traded and not to be subject to any claims or liabilities.

We offer you also the possibility of forming a limited liability company or a joint stock company upon your own instructions. Our team of legal and accounting professionals is ready to recognize and understand your and your clients needs for a quality and timely service that matches your expectations - and more.

Business center EVO is providing the legal address / seat for our clients without the expense of full time office space.

Virtual Office Solutions - Domicile Service

EVO - edia virtual office solutions are designed for individuals and companies desiring a prestigious presence in Bratislava where phones will be professionally answered, messages taken and delivered anywhere in the world, emails forwarded, mail received and forwarded. Of course you may use meeting room and conference facilities, and much more.

Perfect for:

- Foreign / Out-of-State Companies
- Small / Home-Based Businesses
- Start-ups

EVO take full use of advanced digital phone system, customizable reception services, prestigious business address, dedicated phone lines, and flexible use of meeting space.

Features

- Quick, hassle-free set up
- Prime business address in the heart of the city
- Registered office-seat
- Mail handling / forwarding
- Dedicated local phone number
- Reception services with live phone answer in your business name
- Personalized call answering
- Voicemail messages forwarding
- Confidential incoming and outgoing fax service
- Notification via e-mail, SMS
- Full access to equipped meeting room and conference facilities
- On site services - administrative and technical support

(Starts at 166EUR/month)

Phone Answering Service

We can supply you with a local Bratislava dedicated phone number and our professionally trained staff will answer your calls with your company name with your instructions, and calls may be connected directly to you anywhere worldwide. We can even email your voicemail messages to you automatically.

(Starts at 132EUR/month)

EVO solutions are designed for companies desiring to establish a prestigious presence in Bratislava as a necessary step for creation of their quality business image.

Mailing Address - Registered Office

We will provide you with a prestigious mailing address in Bratislava where we will receive, sort and forward your mail and packages to you.

your business name, Venturska 14, 811 01 Bratislava, The Slovak Republic

Business center EVO is providing the legal address / seat for our clients without the expense of full time office space.

(Starts at 84EUR/month)

Meeting Room

Our fully-equipped meeting room in our Business Center in Bratislava may be added to your package or used on an hourly basis based on your requirements.

On Site Services

Our administrative support staff may assist you in typing documents, preparing spreadsheets, copying, faxing or any other clerical help on an hourly basis. Reception staff to take care of visitors. Taxi, car, ticket and hotel bookings - leave the travel arrangements to us.

The reception EVO is functioning as a own secretariat of the client.

According to our regional knowledge, personal contacts and experiences we can be very helpful to create and develop your subsidiary in Slovakia. We are prepared to represent your company in cooperation with the Tax Office, Customs Office or Commercial Register.

E-mail - Web hosting

We may also provide you with an email address with your company domain name which you may access remotely world-wide.

We are able to create your web presentation and place this presentation on our web server (www.yourname.sk).

EVO clients are remote from our business center but receive all of the benefits necessary to create a quality business image.

Location - Prestigious Business Address

Business center EVO is providing the legal address / seat for our clients without the expense of full time office space.

Prime business address in the heart of the city Bratislava.
your business name, Venturska 14, 811 01 Bratislava, Slovak Republic

Please contact our reception desk directly:

edia, SA Venturska 14, 811 01 Bratislava, The Slovak Republic
tel.: +421 2 5464 7844 fax: +421 2 5464 7845
e-mail: info@edia.sk

Features

We provide virtual office services for companies that need an impressive business image, but without the expense of full time office space. EVO clients are remote from our business center but receive all of the benefits necessary to create a quality business image.

Every company registered in the Slovak Republic must have its registered office / seat in the Slovak Republic. It's a place where the company's statutory records are maintained, available for inspection and is the address where documents can be served if necessary.

EVO solve the issues about entering your company in the Commercial Register.

Reference sample (by the courtesy)

Consent Consulting Slovakia, s.r.o. – www.consent.at – Founded in 1974 in Vienna, Consent Betriebsberatung GesmbH looks back over one of the longest periods of activity on the Austrian personnel and recruiting market

Kiboon Mobile Slovakia, s.r.o. – www.kiboon.sk – Samsung Mobile Phones Slovakia

Link Fashion Consulting, s.r.o. – www.edia.sk/link – Franchising Development, France

Markbett, S.r.l. – www.markbett.it – Business Communication, Design, Italy

MARTELA OYJ – www.martela.fi – The leading office furniture company in Scandinavia

IQUAP, s.r.o. – www.iquap.com – Quality Management

Linklaters – Silvia Makovníková – silvia.makovnikova@linklaters.com

White & Case – Juraj Fuska – jfuska@whitecase.com

Grauzlova, Józsa & Partners – joza@gjm-advocates.sk

Maria Milkova advocate – milkova@legalandmore.sk

Based on our detailed regional knowledge, experience and personal contacts we are able to provide our clients with valuable and high level services in the area of creation and development of foreign subsidiary in Slovakia.

Impressum

edia, SA - Business Centre Slovakia

Registered seat:

Laurinska 14
811 01 Bratislava
The Slovak Republic

Post address:

Venturska 14
811 01 Bratislava
The Slovak Republic

phone: +421 2 5464 78 44
faximile: +421 2 5464 7845
e-mail: info@edia.sk
homepage: <http://www.edia.sk>

Company ID: 35 773 961
UID-Nr: SK2020275917

edia, SA is registered in the Commercial Register of the District Court of Bratislava I, det: Sa, encl.nr.2215/B

In **EVO** project are involved:

- Ing. Martin Brix – CEO, organizational guarantee, advisor
- Ing. Peter Prvý – partner, speaks Italian, English and Hungarian language with clients,
- Mgr. František Fridrich – speaks German and English language with clients and advice for clients for human recourses (long time practice in human recourses domain, director of human recourses Ernst & Young, Slovenská sporiteľňa, etc.)
- Dagmar Wickleinová, Beata Furdíková as office managers,
- JUDr. Marcel Józsa – advocate, juridical and contractual adviser for clients,
- Mgr. Maria Milkova – advocate, juridical and contractual adviser for clients,
- Ing. Daniela Kotulřová – economical agenda, accounting, bookkeeping for clients, reporting, taxes.

EVO take full use of advanced digital phone system, customizable reception services, prestigious business address, dedicated phone lines and flexible use of meeting space



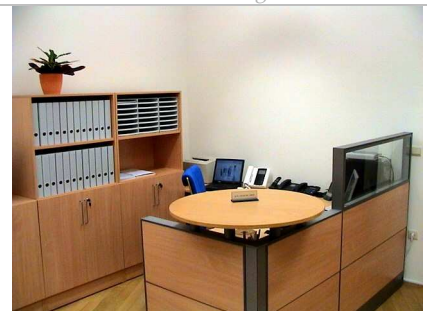
Mailing Address



Phone Answering Service



Reception - Coffee Court



Reception Service



Equipped Meeting Room



Prestigious Business Address