

# PT Amalgamated Tricor

## Tricor Indonesia Corporate Profile



# About Tricor Group

Tricor Group (Tricor) is the leading business expansion specialist in Asia, with global knowledge and local expertise in business, corporate, investor, human resources & payroll, corporate trust & debt services, fund administration, and strategic business advisory.

Strategically headquartered in Hong Kong SAR, we operate out of 21 countries/territories and across a network of 47 offices. Tricor serves 50,000 clients, including ~2,500 companies publicly listed in Asia and over 40% of the Fortune Global 500 companies. With 2,800 employees, of which 630 are certified professionals, we deliver critical functions to help ambitious companies accelerate their growth in Asia and beyond.

Tricor's advantage comes from deep industry experience, committed staff, technology-driven processes, standardised methodologies, constant attention to changes in laws and regulations and wide industry contacts. Tricor is uniquely positioned to unlock the potential of your business, and help you stay one step ahead of today's diverse and fast-evolving regulatory environment.

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The roots of PT Amalgamated Tricor go back to the accounting firm established by my father, Basuki T. Siddharta, in 1957.

Tricor Indonesia evolved from the 2002 reorganization of our Indonesian “Big 4” accounting firm, which spun off its accounting, payroll, secretarial and establishment services.

A broad range of tax and advisory services were added in 2009.

Many of our current 100 employees were previously with the “Big 4” accounting firm, including myself. This provides our clients the benefits of many years of experience and knowledge of local and international financial and tax business planning and strategies, as well as Indonesian accounting and tax requirements.

In response to the significant number of Japanese companies establishing Indonesian operations, we established our Japan Business Desk, headed by Koji Shima, President Commissioner, staffed by three Japanese professionals who are supported by our Indonesian professionals.

Its mission is to help Japanese companies start and maintain their Indonesian businesses and understand the dynamics of the local market place and regulatory requirements.

We provide efficient, effective out-sourcing and professional advisory services to a large number of Indonesian entities, both large and small.

We look forward to the opportunity to fulfill your accounting, tax and personnel administration requirements and provide meaningful strategic tax and business strategies to help you maintain and grow your business.

Yours faithfully,



Istama T. Siddharta  
President Director

## Why PT Amalgamated Tricor?

### **We pride ourselves on providing added value to our clients**

Outsourcing your accounting, tax and/or personnel administration to us, you obtain the benefits of our long experience in helping our clients and letting them concentrate on running their businesses.

### **We pride ourselves on providing increased efficiency to our clients**

We can also help you with your staffing requirements in times of need. Hiring our experienced staff on either a short or long term basis to fill your open staff positions allows you to avoid taking potentially risky shortcuts that could impact your business.

### **We take pride in our long reputation as a first class professional service provider**

Our dedication to excellence in carrying out the assignment we are tasked with is at the forefront of our service delivery standards. Our reputation depends on it and our clients reap the benefits.

### **We take pride in our successes in providing focused business orientated advisory services.**

We help our clients adopt best practices in the strategic areas of their businesses, find tax and financial planning opportunities and solutions, identify advantageous mergers and acquisitions and divest operations no longer adequately contributing to the bottom line.



Today's business environment can change rapidly. Economic forecasts can change overnight in response to world events, requiring an unprecedented level of flexibility and responsiveness from businesses. Creative strategies for entering new markets and developing new products are arguably even more critical than in the past. A small management team may find its resources stretched to the limit as it attempts to plan and execute intelligent, cost effective strategies on every front.

Tricor is designed to assist in just such a situation. We can assist at all stages of launching a new initiative in Indonesia, from advising in the early planning stages to fulfilling complex government regulatory requirements as well as providing on going accounting, tax and personnel administration compliance services.

Tricor has a successful history of serving the needs of clients large and small in most areas of industry in the Indonesian business environment. We can anticipate problems before they arise and help you to navigate your business through challenges related to assessing the local market and workforce, complying with registration, accounting, taxation and manpower regulations and maintaining smooth day-to-day operations.

#### **Corporate accounting assistance**

- Setting up your fiscal structure and designing your chart of accounts and financial and accounting systems
- Recording your daily, weekly and monthly accounting transactions
- Recording appropriate accounting accruals at the end of each accounting period
- Maintaining your general ledgers and supporting sub-ledgers
- Preparing your monthly, quarterly and annual VAT and withholding tax returns
- Short or long term staff secondments to help fill your manpower shortages
- Assisting with physical inventory stocktaking
- Training your accounting staff
- Providing project accounting

#### **Financial reporting assistance**

- Compiling financial statements in accordance with Indonesian GAAP
- Coverting financial statements to comply with Head Office GAAP requirements
- Preparing monthly or quarterly internal local and Head Office reporting packages
- Improving the accuracy and precision in your internal reports and financial statements
- Assisting your external auditors

#### **Payroll assistance**

- Providing timely and efficient payroll processing tailored to meet your requirements
- Preparing timely and accurate payroll tax returns
- Ensuring compliance with personal income tax withholding requirements
- Advising on changes in payroll tax payments and changes in related procedures and regulations
- Providing short or long term staff secondments to help fill your manpower shortages
- Ensuring complete confidentiality of all payroll information

PT Amalgamated Tricor offers integrated, tailor-made corporate services packages to both listed and private companies.

Our knowledge and understanding of the latest statutory and regulatory requirements equip us to provide the highest quality services for your company, whether in supporting essential functions, such as corporate governance, compliance and on going company administration, or assisting in special undertakings such as a corporate restructuring, acquisitions or disposals.

### **Establishment Services**

If you are establishing a new business entity, we can provide support in the following areas :

- Assessing whether a representative office or limited liability company is the most appropriate for your business
- Understanding the applicable regulatory requirements
- Obtaining licenses and permits and designing the required support system
- Assisting in the registration process
- Structuring your new investment or project to obtain available tax incentives and tax treaty benefits
- Developing business plans and strategies
- Processing work permits and visas for expatriates
- Registering your expatriates with the proper authorities

### **Company Secretarial Services**

You can depend on our expertise and high standard in corporate administration and company secretarial services to maintain your requirements under the relevant government legislation, including the following :

- Maintenance of registers
- Preparation of minutes and circular resolutions and attendance at Board and shareholder meetings
- Updating and renewing registration and operating licenses
- Filing necessary statutory documents with the Companies Register at the Department of Trade
- Arranging for other filings, notarization and other relevant reporting
- Provision of a registered office and, if required, assistance in identifying qualified resident Directors and strategic joint venture partners

### **Manpower Services**

The Ministry of Manpower has many requirements that you must comply with. We can assist you :

- Preparing and submitting your manpower plans
- Preparing and submitting reports regarding your expatriate staff
- Establishing a system to meet all your on-going manpower reporting requirements
- Preparing required applications regarding any changes in your Directors and/or officers

PT Amalgamated Tricor offers tax compliance, tax dispute resolution and tax planning advisory services for both businesses and individuals (Indonesians and expatriates).

Taxation compliance in Indonesia is essential to avoid costly and time-consuming challenges from the Tax Office that are disruptive to running a business. There are many forms and returns to be filed either monthly or annually. Such tasks are extensive, demanding and time consuming to be done correctly. Both business and personal tax returns filed may be rejected by the Tax Office if not considered complete.

We can :

### **Business tax compliance**

- Assisting you in designing a chart of accounts that will minimize Tax Office questions
- Designing a monthly reconciliation process between amounts included in your tax returns and amounts recorded in your general ledgers
- Preparing or reviewing your tax returns to determine their accuracy and completeness

### **Personal tax compliance**

- Discussing the impact of local taxation on worldwide income
- Providing a check list of information needed to prepare annual Indonesian income tax returns for your expatriates
- Preparing your expatriates Indonesian tax returns
- Calculating your expatriates monthly estimated tax payments, if appropriate
- Assisting your expatriate Directors and officers to obtain tax clearance upon repatriation

Based on our many years of experience and successful track record, we can add value by assisting you to develop and implement tax solutions to minimize the impact of tax on your business and planned transactions.

### **Tax Dispute Resolution Services**

In Indonesia tax and customs disputes are complex and, if not handled correctly, can result in significant tax and penalty payments and time-consuming disputes with the authorities. Our experienced tax and customs professionals can assist you during tax audits, objections and appeals (in the Tax Court) processes. We can represent you in your dealings with the tax authorities and ensure that the merits of your case are appropriately presented and defended.

### **Tax Strategies Consulting Services**

Our many years of experience in structuring business transactions in the most tax efficient manner provides the best financial and economic benefits available for expansions, acquisitions and disposals. We can also advise you on potential risks in your existing businesses and how to deal with them in the most effective way. In addition, we can assist in developing and implementing tax efficient remuneration strategies to deliver long-term tax savings for your company and your executives.

## Contact Us

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