



TRUSTLIC GROUP

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THE TRUSTLIC CONTINUITY PROGRAMME

Kept in good standing, all year.

Annual PRO, government-relations and corporate secretarial services for companies registered in the Kingdom of Bahrain; every renewal, filing and permit held on one calendar and handled by one team.

ANNUAL COMPLIANCE RETAINER

Kingdom of Bahrain

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MANAMA · KINGDOM OF BAHRAIN

WHAT THE PROGRAMME COVERS

Four areas of recurring obligation, held on one calendar.

A Bahrain company carries obligations to several authorities at once, each on its own schedule. The Continuity Programme consolidates them into a single annual engagement, run by a named account manager who knows your file.

01 Licensing & corporate standing

- Commercial registration (CR) renewal through Sijilat
- Renewal of licensed activities and activity-specific approvals
- Bahrain Chamber membership renewal
- Ultimate Beneficial Owner (UBO) register: first declaration, annual confirmation and changes
- Amendments to the Memorandum and Articles of Association
- Annual general meeting papers and upkeep of statutory registers

03 Workforce permits & residency

- Work permits issued, renewed and cancelled through the LMRA
- Residence permits issued, renewed and cancelled with the NPRA
- Medical examinations and biometric appointments booked and attended
- CPR issuance, renewal and record updates
- Adding and removing employees on the Social Insurance Organisation register
- Expiry dates monitored, with advance notice before every deadline

02 Government portals & liaison

- Day-to-day management of your MOIC (Sijilat), LMRA, SIO and EWA accounts
- Routine correspondence and follow-up with authorities on compliance matters
- Settlement of recurring government and utility invoices on your behalf
- Representation before ministries, auditors, banks and other third parties
- Attestation and legalisation of corporate documents
- A named account manager as your single point of contact

04 Financial filings, coordinated

- Liaison with your appointed auditor and filing of audited financial statements
- VAT registration and periodic returns with the National Bureau for Revenue
- Economic substance reporting, where your activities require it
- Supporting schedules and clarifications requested by the authorities
- Audit, tax sign-off and legal opinions arranged through licensed partners



HOW THE YEAR RUNS

One onboarding, then a year of quiet.

01

Compliance review

We take stock of your CR, licences, permits, filings and portal access, and tell you plainly where the file stands.

02

Your annual calendar

Every deadline for the coming twelve months is mapped, agreed with you and owned by your account manager.

03

Execution

Renewals, permits, filings and payments are handled as they fall due; you approve, we attend the counters.

04

Reporting

A short written status each quarter, and a review before the programme renews.

WHY CLIENTS PLACE THE FILE WITH US

Independent

A licensed corporate service provider, not a law firm or audit practice; nothing to sell you but the right answer.

One point of contact

A named account manager holds the whole file; no being handed between departments to chase a renewal.

Licensed in Bahrain

Manama-based and licensed by the Ministry of Industry and Commerce; the team you meet is the team at the counter.

How the fee is set

The annual fee reflects the size of the company, the number of employees and the volume of work involved; we quote it in writing before anything begins. Government charges, third-party fees and disbursements are passed on at cost.



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START THE PROGRAMME

Send us your CR number; we will do the rest.

Tell us your commercial registration number and roughly how many employees you hold permits for. We will come back with a scope and an annual fee, usually within one business day.

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SCAN TO FOLLOW US

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Built on trust; structured for the Gulf.

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