



TIMES TRUST

PROTECT WHAT'S PRECIOUS

Corporate Brochure



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DISCLAIMER

Times Trust Limited (“Times Trust”) has approved the issue of this brochure in good faith. The information it contains reflects its understanding of the Hong Kong Trustee Ordinance, the Hong Kong Securities and Futures Ordinance and Hong Kong tax and international taxation matters. This brochure offers generic Retirement Scheme or Trust arrangement information only. Any information contained herein does not purport to be complete and is solely for information purposes only. Whilst every effort has been made to ensure the accuracy of the information provided, errors can occur and Times Trust assumes no liability or responsibility for any errors or omissions in the content contained in this brochure. Nothing stated in this brochure is to be construed as advice and any individual or company establishing a Retirement Scheme or Trust, as a result, the reader should consult a professional advisor accordingly. Times Trust does not provide advice on asset management. Nothing in this document should be construed as referring to or offering participation in a collective investment scheme or similar arrangements, including subscribing to or buying securities. The Company expressly disclaims all liability whatsoever for any loss howsoever arising from or in reliance upon the whole or any part of the contents of this brochure. Times Trust offers services in relation to the establishment, registration, administration and reporting of Retirement Schemes which are designed to be legally compliant in Hong Kong (SAR). Potential members should seek professional tax and investment advice before applying to be a member of any scheme or arrangement or before subscribing to or buying securities.

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By offering a full spectrum Trustee and Corporate Services, Times Trust continues to evolve to meet the needs of its growing global customer base.

Asia's Forward Looking Trustee & Corporate Servicing Company

Delivering first class and complete range of fiduciary and corporate services. Our client experience is driven by modern technology, which streamlines administration processing for you and your business where compliance is fully enforced.

Times Trust believes in innovation. We believe that the benefits of assets and wealth planning should be available to global audience, and we are rapidly growing our presence and international brand to help achieve that. This growth has been accompanied by expanding responsibilities: in a regulatory environment defined by the statutory and record-keeping requirements of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance. Times Trust is ready for the changes to Licensing rules for Hong Kong Trust companies.

Times Trust Limited is a public company under the Hong Kong Companies Ordinance and registered as a Trust Company under Part 8 of the Hong Kong Trustee Ordinance. It benefits from the expanded permissions and exemptions available to a registered Trust Company, taking advantage of Hong Kong's primacy as a leading global financial centre, and its position as a leading global financial centre.

Hong Kong has an established, diverse and robust Trust industry, built on the foundation of the common-law concept of equity and the Trustee Ordinance. Recent changes to Hong



Kong Trust law, making Hong Kong Trust rules substantially more capital-friendly for ongoing taxation, estate, and succession planning, have created exciting opportunities for international Trust settlement. Amendments to the Trustee Ordinance were passed in 2013, designed to make Hong Kong the most competitive jurisdiction for Trust settlement anywhere on the globe. With these changes, the overall advantages of Hong Kong for Trusts have become more compelling, while many jurisdictions are under siege from revenue-hungry governments globally.

Times Trust works with corporate clients and private individuals. We offer a diverse range of services and products to retail businesses, ultra high net-worth individuals

and families. Furthermore, a wide range of institutions also employ Trust structures, and these organisations are consumers of our Trust related services. Times Trust serves local, regional and international clients, delivering Trustee and custodian services as well as a range of corporate service offerings, primarily in Hong Kong, greater China and Southeast Asia.

As a Trust Company in Hong Kong, Times Trust qualifies to act as a holding vehicle for assets traded on insurance and other retirement platforms. Times Trust is able to compete for retail distribution in the MPF transfer business under new rules implemented during 2012, thus ending the monopoly of traditional MPF providers.

Our Business Value



Our Experience

<p>2000+</p> <p>HNW CLIENTS WORLDWIDE</p> <p>More than 2000 + High-Net-Worth (HNW) clients worldwide are managing by Times Trust and we are increasing more HNW clients over time. Join us!</p>	<p>1500+</p> <p>MULTI JURISDICTION COMPANIES CHOOSE TIMES</p> <p>Choosing an offshore jurisdiction for a fund, holding structure, company group or private wealth vehicle should not be easy or quick. Hence, you have come to the right place!</p>	<p>30+</p> <p>YEARS OF FIDUCIARY EXPERIENCE</p> <p>With more than 30+ experience of Fiduciary experience, Times Trust will be your best assistance, managing your assets and legal affairs.</p>
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Our Clients

<p>PRIVATE HIGH NET WORTH INDIVIDUALS</p>		<p>FAMILY OFFICES FROM MULTI JURISDICTIONS</p>
<p>START UP BUSINESS</p>	<p>CHARITY FOUNDATION</p>	<p>FINANCIAL SERVICE PROVIDERS</p>

We care about our clients because they are the reason we are in business. Putting their needs at the heart of what we do and providing them with protection for the things and people they value.

Our purpose is to create a brighter future together with our clients across the world. Our clients range from individuals, small businesses, mid-sized and large companies to multinational corporations. We endeavour to provide our customers with personalized services and expert advice to assist them in identifying and protecting their assets.



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Industry-leading Trust Services

Trustee

What is a Trust and a Trustee?

A trust is a legal relationship, established by Trust Deed, whereby a settlor transfers ownership of assets to a selected trustee, who manages and administers those assets for designated beneficiaries according to the Trust Deed.

A trustee is an individual or company that holds and manages wealth and/or other assets for the benefit of a third party or parties (also referred to as the beneficiary or beneficiaries). Trustees have fiduciary responsibility and are expected to make decisions in the beneficiary's or beneficiaries' best interests.

CHARACTERISTICS OF A GOOD TRUSTEE:

- Interpret and understand all trust documents, well enough to properly administer the distribution of any trust assets to the beneficiary (or beneficiaries)
- Prepare all financial statements and management of accounts within a trust
- Make sensible and reasonable decisions based on the provisions outlined in the Trust Deed
- Prepare all record keeping on behalf of the trust
- Communicate with beneficiaries regularly in order to keep them informed on the associated accounts and taxes

KEY ADVANTAGES OF SETTING A TRUST

- Increase tax efficiency
- Enhance privacy on your personal and financial matters
- Protect your assets
- Plan for succession

TIMES TRUST LIMITED AS YOUR TRUSTEE...

Times Trust Limited ("**Times Trust**") is a registered trust company that acts on behalf of a person or corporation as a professional fiduciary or trustee in order to transfer assets to a beneficial party. Times Trust can also act as a custodian for trusts, estates, custodial arrangements, asset management, stock transfer, beneficial ownership registration, and other related arrangements.

OUR SERVICE

Times Trust can call on extensive experience in trust management and offer bespoke solutions tailored to client needs. Headquartered in Hong Kong, we can smoothly manage your trust requirements in multiple jurisdictions including Hong Kong, Singapore, British Virgin Islands, Cayman Islands and Labuan. Our team is fully committed to fiduciary responsibilities, and you can rely on Times Trust to protect and grow your wealth. Our Trust services includes:

- Trust set up
- Acting as Trustee
- Trust administration (Inclusive all regulatory filing and reports)



Custody & Escrow

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Times Trust's custody solution allows clients to have assets held in the name of Times Trust as Custodian. A custody account with Times Trust is a straightforward arrangement with three fundamental elements:

1. A Custody Agreement which sets out the intentions for the custody account and the responsibilities and liabilities of both Times Trust and the client in respect of the operation of the account;
2. Client's instructions which can be submitted to Times Trust via a client portal; and
3. Times Trust will act upon the client's instructions subject to the terms of the engagement letter. In the event of ambiguous instructions, we will seek clarity before proceeding.

CHARACTERISTICS OF CUSTODY ACCOUNT

1. Supports most major currencies;
2. Support different asset types, including but not limited:
 - Stocks
 - Commodities
 - Gold Bullions
 - Private Shares
 - Mutual Funds
 - Real estate
 - Insurance policies
3. Foreign exchange service upon request;
4. Collection and payout services in various jurisdiction;
5. Compatible with other trust structure and trustee services.

WHY CUSTODY WITH TIMES TRUST?

- Times Trust is a reliable and reputable service provider in Hong Kong and have access linked to other services.
- Safekeeping your assets; periodic statement with the details of your account balance and activities; receipt and delivery of assets and collection and distribution of proceeds from purchases and sales; cash processing and collection of assets; accounting activities such as transactions.
- Access to an excellent network of exchange brokers and intermediaries, as well as a wide range of fiat services facilitated by global network of top-tier depository banks.

LAW & REGULATION

One of the most critical criteria in the selection process of a custodian is the quality of the institution. It's essential that the institution holding your assets is regulated and in good standing.

- Times Trust is a Hong Kong-based limited liability registered public trust company, established under the Trustee Ordinance (Cap. 29, the laws of Hong Kong) ("**Trustee Ordinance**").
- Times Trust is a holder of the Trust or Company Service Provider licence.
- As a trust company, Times Trust has the capacity to act as a custodian under section 81 (1) of the Trustee Ordinance.

- As a trust company, Times Trust's business is regulated:
 - by the Trustee Ordinance; and
 - by the Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Cap.615) ("**AMLO**").
- Furthermore, Times Trust complies with all Know Your Client ("**KYC**") and Anti-Money Laundering ("**AML**") requirements under the Hong Kong laws, and maintains adequate records identifying each client as well as all assets belonging to the clients.
- Times Trust is a Foreign Financial Institution ("**FFI**") under the Foreign Account Tax Compliance Act ("**FATCA**"). Further, Times Trust is classified as a Financial Institution under the Common Reporting Standard ("**CRS**") and subject to the automatic exchange of information ("**AEOL**").

Times Trust will not condone tax avoidance practices and evasion of CRS responsibilities, nor illegal or immoral business.

SEGREGATION OF CLIENT MONEY

- Times Trust holds its clients' money in segregated accounts at depository institutions.
- Custody accounts are treated as trust assets for accounting purposes and thus by law are segregated from Times Trust's operating accounts.
- In the event of Times Trust becoming insolvent or the victim of creditor actions, all trust accounts (including custody accounts) will not be regarded in law as assets of Times Trust and are thus 100% protected against the creditors of Times Trust.

ESCROW SERVICE

The use of escrow has always been an excellent tool to facilitate transactions by jointly appointing a third party agent (i.e. the escrow agent), providing the counterparties with additional legal comfort that the matter will only proceed if the pre-conditions within the escrow agreement have been met. Times Trust provides secure and flexible escrow service means to hold escrow funds or documents in most transactions including multi-jurisdictional and multiple currencies deals. Contact our client relation representative for more information about our escrow service.

SECURITISATION OF VIRTUAL ASSETS

In 2022, Hong Kong introduced significant regulatory changes to the way that virtual assets are traded on exchanges. The changes have incorporated the rules on "securities" and "futures contracts" administered by Hong Kong's Securities and Futures Commission.

Under our client agreements and custody agreements, virtual assets are treated as securities or futures contracts.

TIMES TRUST LIMITED LICENSING EXEMPTION

In relation to dealing in securities

As a trust company registered under Part 8 of the Trustee Ordinance, Times Trust is not required to be licensed for Type 1 regulated activity (dealing in securities) if it acts as an agent for a collective investment scheme to distribute application forms, redemption notices, conversion notices and contract notes, and/or receive money and issue receipts on behalf of its clients as principal.

In relation to investment advisory activities

As a trust company, Times Trust is not required to be licensed for Type 4 (advising on securities), Type 5 (advising on futures contracts), Type 6 (advising on corporate finance) or Type 9 (asset management) regulated activity if it provides such investment advice or services wholly incidental to its discharge of its duty as a trustee.

In relation to asset management activities

Where Times Trust is acting as trustee of a discretionary trust or a pension fund and has appointed a licenced or regulated person to manage the portfolio or in practice acts on professional advice in carrying out its duties as trustee, it would usually not be required to be licensed.

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Company Secretarial

Count on our qualified associate Company Secretary’s assistance to help you stay on top of your compliance obligations.

The professional team at Times Trust provides company secretarial services to businesses of all sizes throughout Hong Kong and the Asia-Pacific region. Whether you wish to incorporate a new company or ensure you’re meeting all your company secretarial statutory obligations, our comprehensive company secretarial services team can help your business succeed.

With a strong 30 + year history, Times Trust is known as one of the most reliable and skilled company secretary service providers in Hong Kong and the greater Asia-Pacific region.

Companies of all sizes benefit from our skilled team’s expertise in handling local as well as global corporate compliance.

- 1. Maintain Onshore and Offshore Compliance – Support from our professional team with specialist knowledge across multiple Asia-Pacific jurisdictions.
- 2. Streamline your Operations - Benefit from a comprehensive range of corporate services with a single point of contact.
- 3. Reduce Administrative Burden and Overheads - Allow your resources to focus on growth and profitability instead of corporate compliance.

LOCAL, REGIONAL AND INTERNATIONAL ADVICE

Outsourcing your company secretarial work to our expert team has many benefits for your business. Our team is knowledgeable about the different cultures, traditions, and customs you will need to manage both local and cross border business in addition to offering guidance on the local Hong Kong regulatory system.

Our company secretarial team will work closely with your legal and compliance team to ensure a smooth operating process.

We offer top-notch company secretarial services for businesses regardless of the size, including companies that are expanding globally. Grow your business with our professional team by your side and ensure premium service delivery. Our service offers the full spectrum of company secretarial services, including but not limited to:

- ▶ Company formations
- ▶ Preparing and keeping statutory records
- ▶ Preparing and filing returns to the Companies Registry, including annual returns and corporate changes
- ▶ Arranging and attending meetings of directors and shareholders, and preparing minutes of meetings
- ▶ Dissolution and liquidation services
- ▶ Company cessation and business liquidation
- ▶ Deregistration of companies
- ▶ Corporate Governance and secretarial compliance advisory services

Your assets and information are secure through our full range of administration, and reporting services.

Fund Administration

Our expertise provides you with fund excellence administration.

Times Trust offers one-stop comprehensive solution to hedge funds, partnership funds, private equities, family offices, brokers and financial institutions. We provide fund administration services to private equity, venture capital, real estate, and alternative asset funds for asset managers and sovereign wealth funds globally. Times Trust has fund service operations in Hong Kong (SAR), Singapore, the Cayman Islands, the British Virgin Islands, and the United Kingdom.

Our professional fund administration teams in Hong Kong provide tailored services to clients. Our teams have extensive knowledge in administering a wide range of fund strategies across different jurisdictions and fund structures. Our specialised transfer agency team liaises with funds’ investors.

With over 10 years of experience and currently servicing over 100 clients, Times Trust offers comprehensive and bespoke fund administration services including but not limited to;

- ▶ Fund Formation and Structuring
- ▶ Fund Accounting and Financial Reporting
- ▶ Fund Secretarial and Compliance
- ▶ Fund Investor Relations
- ▶ Fund Cash Flow Monitoring & Reporting
- ▶ Fund Manager
- ▶ CRS/FATCA Services

Accounting & Finance Reporting

Our in-house accounting team is managed by experienced Qualified Accountants, to ensure professional services will be delivered to our clients.

Under the terms of the Hong Kong Companies Ordinance (Cap.622), all entities incorporated and registered in Hong Kong are required to maintain accurate records and books of accounts and to comply with statutory audit requirements on an annual basis. Hong Kong has adopted a framework for Financial Reporting Standards (HKFRS) based on International Financial Reporting Standards (IFRS).

We take care of your accounting needs so you can optimise your operational costs, ensure ongoing compliance with local regulations and accounting standards and benefit from professional analysis and suggestions based on relevant information.

Our services include:

- Bookkeeping
- Consolidated accounts preparation and reporting
- Payment processing
- Invoicing
- Provision of cheque/bank signatories for our clients' bank accounts
- Asset and Liability deferral under Trust Accounting and enhancement of Balance Sheets which are subject to Financial Accounting Standards.

TAX SERVICE

Hong Kong has a territorial tax system, which means that a company's profits are only subject to tax in Hong Kong if they arise or derive from Hong Kong. Profits which have a foreign source (also called offshore profits) are generally beyond the territorial scope of Hong Kong's taxation system, including those derived by locally incorporated companies. Therefore, offshore profits are eligible for a tax exemption. The process for proving your source of profits is called



offshore claim. There are no taxes on dividends, interest or capital gains.

Companies are generally tracked by the tax authority after incorporation and issued a tax return for the first anticipated year of assessment. Even if no tax return has been issued, the company has an obligation to notify the tax authority if assessable profits have generated. The year of assessment runs from 1 April to 31 March.

We ensure your tax compliance against ever-changing global standards.

Our services include:

- Corporate tax return filing
- CRS registration and CRS return
- GIIN registration
- Offshore profit claims
- Individual income tax filing

The principals of the company bring their business skills, experience and credentials to bear in providing a broad range of services.

HR & Payroll

You may count on our HR and payroll services to support your growing business.

Your employees are valuable resources that need to be managed effectively. Hong Kong employer obligations, such as the Hong Kong Employment Ordinance (Cap. 57) ("**Employment Ordinance**"), are in place to safeguard both you and your employees.

The Employment Ordinance establishes the regulations for Hong Kong employees in terms of wage payment, statutory holidays, paid annual leave, sickness allowance, and other benefits. The Employment Ordinance also includes a series of regulations that might complicate employee recruitment and compensation. If the employees are foreigners, they also need to apply and obtain a working visa. Breaches of employment rules can result in heavy fines, and imprisonment penalties.

Our comprehensive human capital management solutions cover a wide range of human resource challenges that businesses encounter as they expand locally and globally.

- Payroll & Payroll Health Check – From calculating to depositing payment into individual employees' bank accounts, we can assist with the entire administrative payroll process and provide customised payroll reports.

- Online HR solutions – We provide a 'self-service' employee online payroll solution that allows you to handle your employees' pay checks easily. Our online HR system helps to process leave applications and approvals.
- Contracts and handbooks - Your employees will need contracts that comply with Hong Kong law. We supply employment contracts and handbooks that meet legal requirements.
- Provident fund schemes - Provident fund schemes in Hong Kong, such as MPF, can be complex. We can assist with organising and implementing statutory provident fund schemes to help ensure on-going compliance with local employment requirements.
- Tax and compliance – We can review rental reimbursement claims to ensure compliance with company policies and tax requirements.
- Employment & Dependent Visa Application
- Executive Search - a leading search specialist assisting organisations in the appointment of high calibre candidates to fill senior management level positions based in Hong Kong (SAR) or in the Asia region.



Business Advisory

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Get professional advice for your business, whether you are a startup or an established corporation. We utilise our substantive years of market knowledge and experience to assist our clients in overcoming business challenges and igniting company growth. Times Trust's advisory service focuses on 3 main categories:

- Taxation
- Compliance
- Business Strategy

TAXATION ADVISORY

Times Trust's highly experienced team can assist you in navigating Hong Kong's complex tax rules and regulations. Every year, we provide specialist knowledge of regional and cross-border tax laws to assist hundreds of businesses across the Asia-Pacific region in meeting their tax filing and payment obligations.

Our taxation services will help to save your company time and allow your team to focus on company growth. We will take care of all relevant tax compliance and international tax issues so that your resources can be focused on key business objectives and development. Our tax advisory services can assist you in the following ways:

- Ensure compliance - Receive expert assistance on local and international compliance throughout the Asia-Pacific region.
- Be cost effective - Take advantage of tax incentives and benefits while reducing administrative costs and employee overhead.

- Timely manner - Compliance rules and regulations are met.

COMPLIANCE ADVISORY

Compliance is the most crucial factor in a company's success. We offer top compliance consultancy services to organisations and ensure that their overall company business meets regulatory requirements. We also assist businesses to establish their compliance framework. Our compliance advisory includes the following aspects:

- Regulatory advice
- Licensing
- Sanction screening and checks
- Due Diligence
- Policies and Procedures

BUSINESS STRATEGY ADVISORY

Times Trust's business experience combined with solid management of personal relationships with business communities, enables our advisory teams to support your business goals or risk advisory needs. If you have a great business plan and are ready to start, or if you have been in business for a while, we can help you mitigate startup-related risks and assist you towards forming the right foundations and fuelling growth. We can work with you to:

For start-ups...

- Advise on the best business structure and setup in Hong Kong
- Mitigate startup-related failure risk

- Perform market research
- Create a business plan and cash flow prediction
- Improve organisational and operational efficiency

For growing businesses...

- Advise on corporate restructuring, such as share transfers, transfer of businesses, mergers & acquisitions and divisions
- Carry out due diligence and feasibility studies for different business projects
- Identify major non-compliance issues, and advising on rectification measures and risk minimisation
- Review and advise on the reorganisation of capital structures
- Provide insight on accomplishing management goals and drive business growth
- Review internal business processes and protocols to improve efficiency

Technology & I.T.

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Times Trust offers a broad variety of Technology & I.T. Services to address your needs and concerns while also securing your future. We believe there is a better way to provide I.T. services to small and medium-sized businesses. It's not just technology for our clients, and we want to deliver enterprise-quality support. If you own a small or medium-sized business or run a non-profit organisation, you are well aware of the difficulties that come with managing your computer systems.

Our Technology & I.T. services includes:

- Hybrid workplace
- Strategic consulting
- System procurement
- Cloud and information technology infrastructure
- Cybersecurity
- Technology workflow and automation
- Information technology support on business operation

Corporate Social Responsibility (“CSR”)

Streamline our business. Value our communities, people, and economies



Our Corporate Social Responsibility (“CSR”) Programme

Beyond creating value for our brands, Times Trust is thinking about how we account for the environmental and social impacts of our work—and CSR is a crucial element of the equation. Times Trust is well positioned to support its business model and takes its CSR program seriously. Our company goal is to show value to customers, workers, shareholders, and the community.

Love To The Moon

At the heart of our CSR programme is our partnership with the Love To The Moon Foundation (“LTTM”), the charity organisation that gathers love, resources and energies to support and make differences to communities across the city. Times Trust acts as a qualified custodian for the LTTM, ensuring assets like cash donations and grants are properly protected.

Programme Activities, built together with LTTM...

1. Donation and giving programs

- Gather resources donations during pandemic such as mask, sanitizers, and remedies for the unprivileged community group.
- Donations made through qualified custody accounts held by Times Trust are safer and easier to manage. Times Trust ensures that the donated funds are securely held and administered, with regular reporting and monitoring.

2. Employee community participation program

- Our management supports and encourages employees to participate in impactful volunteer opportunities they are passionate and matter most to them.
- Give employees and other important stakeholders the ability to create a volunteer opportunity, invite others to join, and organize the event from one place.
- Recognizing employees’ volunteer time and overall impact on causes they care about improves their mental and physical health by boosting their sense of purpose and fulfilment.

Bringing our values to lives

Our CSR strategy is built around Times Trust core values.

1. Creditability – our community can count on us
2. Professional – help our community member grow
3. Quality – make sure that our community contributions are meaningful
4. Tailor-made – care for each community member
5. Thinking-beyond – show love and concern for the neighbourhood

Social missions of the Times Trust

Apart from tangible results, Times Trust aims to incorporate feedback from clients and employees, establish itself as a leader in social matters, and showcase how its initiatives will benefit the community.

- Ensure sustainability
- Measure impact
- Communicate results
- Develop an approach



Times Trust is working to bring positive impact on the lives of community members

Environmental, Social and Governance (“ESG”)

Make living sustainable

Times Trust’s ESG Vision

Times Trust’s ESG is carefully incorporated in its business model and operation, as well as investor’s checklist. We believe that the most viable path is to make things extremely valuable in order to address unresolved concerns.

For Our Client – We share our ESG vision and business value with our clients.

For Our Employee – We motivate our employees by implementing a modern and equitable ESG program.

For Our Investor – We prove to our investors on positive impacts that are reflected by our ESG program.



Times Trust’s ESG standard is linked to its business activities in order to achieve sustainability that looks beyond environmental challenges.

Our ESG Framework		
Environmental	Social	Governance
<ul style="list-style-type: none">• Environmental Risk Management• Anti - illegal Transactions	<ul style="list-style-type: none">• Employee Relations• Employee Diversity• Employee Safety• Employee Engagement• Human Rights• Working Conditions	<ul style="list-style-type: none">• Corruption and Bribery• Anti-money Laundering• Business Ethics• Risk Tolerance• Compensation Policies• Escalation Protocols



Contact Us

Want to talk to us about our services or to learn more about us?
Contact us and our representatives will get in touch with you as soon as possible.



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