

Who We Are

NCO was founded in 2002 by a group of lawyers, accountants and business specialists who understood the challenges faced by foreign companies setting up and operating a business in China.

Our professionals have assisted various companies through all stages of their market entry, expansion and ongoing operations to become a leading provider of corporate registration, accounting and HR support services.

By building partnerships with foreign companies, chambers of commerce, and embassies, we have developed a network of corporate organizations whose goal is to help businesses succeed in Asia.

NCO is part of the AFP Group, an Asia-Pacific regional group of companies headquartered in Hong Kong with offices located in key financial centres worldwide.

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Hong Kong · Taipei · Singapore · New Delhi · Copenhagen · Zurich
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Affiliate of
AFP GROUP 

NCO 
Making Business Possible

Corporate Registry
Accounting
Human Resources

What We Do

NCO provides professional solutions for companies doing business in China.

We offer a wide range of corporate registration, accounting, tax advisory and HR support services to companies currently operating or seeking to establish a presence in Asia.

Our experienced team can help clients with their business registration, accounting, tax reporting and back office operations so they can focus on more important matters- their business.

Our Services

Through offices in Beijing, Shanghai, Guangzhou, Tianjin and Chengdu, we provide the following services:

◆ Corporate Registry

Company formation and business registration of Representative Office, Wholly Foreign Owned Enterprises (WFOE) and Joint Ventures (JV) in China;

Branch office set up for Wholly Foreign Owned Enterprises (WFOE) and Joint Ventures (JV) in China;

Corporate registration renewal, changes, maintenance and deregistration;

Offshore company registration in Hong Kong, BVI, Seychelles, Cayman Islands including document notarization services and business bank account set-up;

Visa, work permit and resident permit application service for non-Chinese employees;

Incubator services;

Company secretary services including compliance check and certificate renewal.

◆ Accounting and Tax

Set-up of bookkeeping and accounting system to satisfy Chinese regulatory requirements;

Bookkeeping and accounting services for Representative Office, Wholly Foreign Owned Enterprises (WFOE) and Joint Ventures (JV) in China;

Cash control through bank reconciliation and invoice management;

Financial reporting as required by parent company and Chinese authorities;

Tax strategy, risk management and tax compliance assistance with tax registration/deregistration, profit repatriation structures, tax exemption claims, corporate and personal tax returns;

Assistance with audits and annual inspection for business license renewal;

Training for newly hired in-house accounting staff;

Due diligence and background check activities, for M&A, financial and legal research, to obtain information about companies and business partners;

Internal financial system auditing, evaluation and consulting.

◆ Human Resources Support

Payroll administration and monthly calculation of social benefits and labour insurance for local employees;

Calculation, preparation, filing and payment of individual income tax returns and withholding tax for local employees;

Employee benefit services;

Human resources outsourcing and dispatching services.

