

**NEWCO  LEGAL**

# **REPORT**

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**START TRADING  
LEGAL PACK**

**DIRECTOR'S FULL NAME:**

**DIRECTOR'S EMAIL ADDRESS:**

Thank you for purchasing the Start Trading Legal Pack from Newco Legal. A member of our qualified legal team has reviewed and approved this report.

Should you require any further information, help or advice, please feel free to contact us: [clients@newcolegal.com](mailto:clients@newcolegal.com)

## QUICK REFERENCE

Licensing, Permits and Approvals	OK
Financial Requirements	Action Required
Tax and HMRC	Action Required
Legal Documentation	Action Required
Website Review	OK
Insurance	Action Required
Data Protection	OK
Record Keeping	Action Required
Intellectual Property	Action Required
Disputes and Resolution	OK

## ATTACHMENTS

Attachment 1:	Title
Attachment 2:	Title
Attachment 3:	Title
...	

## START TRADING LEGAL REVIEW

### FINANCIAL REQUIREMENTS

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Banking ...

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Invoicing and Payments ...

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Incurring Costs ...

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Director Payments ...

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Tax Payments ...

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Accountant/ Auditor ...

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### LICENSING, APPROVALS, PERMITS AND SIMILAR

The following is required for your company:

- **XXX**
- **XXX**



## HMRC AND TAX CONSIDERATIONS

TAX DESCRIPTION	CALCULATION	PAYMENT RECURRENCE AND DEADLINES
Corporation	...	...
Capital Gains	...	...
VAT	...	...
PAYE (Employer)	...	...
Construction Industry Scheme	...	...
Other Duties and Taxes	...	...

One of the reasons we strongly recommend your company having an accountant is because they can very easily assist with the calculation, planning and payment of taxes to HMRC.

### HMRC: What You Must Do Next

Given the current status of your HMRC registration, the following must take place:

- **XXX**
- **XXX**



## DATA PROTECTION

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Is registration required with the ICO? ...

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How do I register with the ICO? ...

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What happens if we do not register with the ICO? ...

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Will we be legally mandated to appoint a Data Protection Officer? ...

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Are we likely to have GDPR and Data Protection legal requirements to abide by? ...

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Are we at a high degree of personal data risks at our company? ...

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Should we be employing someone to handle data and information security risks at our company? ...

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Data Protection considerations when trading ...

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 **INSURANCE REQUIREMENTS**

Based on the information provided, we have reviewed the insurance requirements for your company and provide the following response:

<b>TYPE OF INSURANCE</b>	<b>SUGGESTED COVER REQUIREMENT(S)</b>
Public Liability	...
Employers Liability	...
Professional Indemnity	...
Commercial Property	...
Commercial Vehicle	...
Cyber Risks	...
Product Liability	...
Legal Expenses	...
Directors and Officers	...



## WEBSITE REVIEW

We have performed a legal review of your website and provide the following legal feedback:

WEBSITE FEATURE	LEGAL FEEDBACK
Copyright	...
Company Details Stated	...
Terms and Conditions	...
Privacy and Cookies	...
Handling Customer/ Client Data	...
Marketing and Advertising	...



## INTELLECTUAL PROPERTY

### Creation

It is likely that your company will be creating the following IP:

IP DESCRIPTION	COMMENTS
Confidential Information/ Trade Secrets	...
Copyright, Design	...
Trademark	...
Patent/ Invention	...

Based on the above, here are our suggestions on how best to protect the future IP value of your company:

## Protection

IP DESCRIPTION	HOW TO PROTECT
Confidential Information/ Trade Secrets	...
Copyright, Design	...
Trademark	...
Patent/ Invention	...



## RECORD KEEPING

For a period of **XXX years**, XXX must keep all records relating to the sales and costs that it incurs during trading. This is very important. We advise to ensure all records are kept electronically, safely and securely, with automated back-ups so nothing is lost.

More specifically for XXXXXX, you will be required to keep:

- **XXX**
- **XXX**



## DISPUTES AND RESOLUTION

- **XXX**
- **XXX**



## LEGAL DOCUMENTATION

DOCUMENT TITLE	OUR REVIEW AND COMMENTS
Standard Terms of Business	...
NDA/ Confidentiality Agreement	...
Side Letter(s), Addendum(s), SLA(s)	...
Other Document(s)	...

## START TRADING LEGAL HEALTH SCORE FOR XXXXXXXX LIMITED

SCORE **00%**



## SUMMARY ACTIONS REQUIRED

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**Action Point - 01**

**Title**

Description: ...

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**Action Point - 02**

**Title**

Description: ...

### NEED TO SPEAK TO ONE OF OUR LAWYERS AFTER READING THIS REPORT?

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