



SARKAR OFFICE JAPAN KK

www.sarkaroffice.com

Brief Summary

Sarkar Office® since 1993 providing “One Stop Solution for Market Entry Support”
Bridging Consulting & Administrative Business Service
Entry Level Planning & Implementation and Post-Entry Level Ongoing Support

Administrative Business Service

- ⇒ **Japan Company Incorporation**
(Japan Branch & local company incorporation)
- ⇒ **Japan Accounting & Tax returns**
(Bookkeeping, Corporate & Individual Tax returns, Payroll, Social Insurance, & all other related services)
- ⇒ **Japan Immigration**
(Work Permit)
- ⇒ **Japan Post-incorporation administrative services**
- ⇒ **Administrative Legal docs, Registry info., & Translations**
- ⇒ **Japan office virtual operation support service**
- ⇒ **Overseas Company incorporation**

Bridging Consulting Service

- ⇒ **Market Research**
(Cost & Time efficient practical approach)
- ⇒ **Market Development Support**
(Cost & Time efficient hands-on approach)
- ⇒ **M&A and Licensencing**
- ⇒ **Sourcing & Procurement**
(Identifying supply source, order placing, monitoring, on-time delivery, price negotiation, claim management, relation buiding, stable supply)
- ⇒ **Business Planning & Implementation support**
- ⇒ **Identifying Local Partner**
- ⇒ **Bridging Consulting**
(Bridging cultural & business ethics gap, localization)

Since 1993, Sarkar Office® has been providing Bridging Consulting and Administrative Services as “One Stop Solution for Market Entry Support” to both entry and post-entry level, business services to foreign companies in Japan.

Since 04~05 Sarkar Office® has been providing Bridging Consulting and Administrative Services as described above in India to Japanese & foreign companies, with main focus to “Act as Bridging Consultant” between Japan and India!

India business support service: The service is mainly focused to bridge the gap between Japan and India businesses & vice versa and to support the foreign companies mainly Japanese companies interested in doing business in India for both pre and post entry level business & administrative support.

Sarkar Office® has extensive knowledge and experience serving a multi-industry and diversified clientele from multinational companies, major Japanese companies, Indian conglomerate, small & medium size companies, emerging growth companies, NGO, NPO, government agencies, semi-government organizations, and new start-up companies.

The Representative Director has 25 years experience as a Bridging, Marketing Consultant, and several years experience as Business Auditor (Cisco Certified) & 18 years experience as Paralegal Advisor, handling multi industry and nationality clients in Japan & Asia.

All other Directors are having over 15 years Professional experience in Administrative services in Japan re Japan Company Establishment, Accounting, Payroll, Social Insurance, Corporate and Individual Tax, & Japan Immigration.

All other Consultants have several years of experience and are professional in service industry.

"One Stop Solution" for Business & Administrative requirements pre-entry & post-entry level support
