SerbiaGate

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ENGAGEMENT AGREEMENT

No. SG-2026-__ · Belgrade, _____ 2026

This is a sample of the agreement every SerbiaGate client signs before paying. Your agreement has your name, your company and your fee, and is signed and stamped by the attorney.

Article 1 – Parties

Attorney Srđan Bogićević, attorney at law, Milana Raspopovića 1a, Belgrade, Serbia, Tax ID (PIB) 112827372, member of the Belgrade Bar Association, acting under the brand SerbiaGate (the **Attorney**), and

[Client name], passport No. [number], residing in [country] (the **Client**).

Article 2 – Subject

The Client engages the Attorney to provide the following services:

- registration of a limited liability company (d.o.o.) in Serbia, with the Client as owner and director, for [activity], under the name [proposed names];
- a registered address in Belgrade (virtual office, mail handling) for 12 months, if the Client chooses it.

Opening a bank account, accounting services, Visa D and temporary residence are not part of this Agreement unless listed above, and may be agreed separately.

Article 3 – Fees

Service	Fee
Company registration (d.o.o.), incl. tax ID	EUR 370
Registered address in Belgrade, 12 months in advance (optional)	EUR 480
Total	**EUR ___**

Third-party costs are not part of the fee and are paid at cost, against receipts: sworn translation of the power of attorney (about EUR 40), notary fee in Serbia (about EUR 80) and the APR registration fee (RSD 8,000, about EUR 68). Notary and apostille costs in the Client's country are paid by the Client directly.

Article 4 – Payment

- The fee and the third-party costs are paid upon signing this Agreement, by bank transfer, against the Attorney's proforma invoice, to the Attorney's business account at Raiffeisen banka a.d. Beograd.
- Work starts upon receipt of the payment. The Client sends the payment confirmation (SWIFT slip) to the Attorney.
- Bank charges of the sending bank are borne by the Client.

Article 5 – Time frame

The Attorney sends the power of attorney within one working day of receiving the payment. The company is filed for registration within about 5 working days from the day the original, duly certified power of attorney arrives at the Attorney's office in Belgrade.

Article 6 – Client's obligations

The Client shall provide complete and accurate information and documents on time, sign the power of attorney before a notary with an apostille or legalisation where required, send the original to the Attorney's office, and pay the third-party costs as agreed.

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Article 7 – Decisions of authorities

The registration decision is made by the Serbian Business Registers Agency (APR). The Attorney undertakes to prepare and file the application with due professional care but cannot guarantee a decision of a state body. The time frames given are estimates.

Article 8 – Refunds

If the registration cannot be completed for a reason that is not on the side of the Client, the Attorney's fee is refunded in full. If this Agreement is terminated after work has started, the unused part of the fee is refunded. Third-party costs already paid (state, notary and translation fees) are not refundable; receipts are provided for all of them. Refunds are made to the account from which the payment was received, within 15 days.

Article 9 – Confidentiality

The Attorney shall keep confidential all information received from the Client, in accordance with the rules of the legal profession.

Article 10 – Term and termination

This Agreement is valid until the services are completed. Either party may terminate it in writing, with the consequences set out in the Article on refunds.

Article 11 – Governing law

This Agreement is governed by the laws of the Republic of Serbia. Disputes shall be resolved amicably, and failing that, by the competent court in Belgrade.

Article 12 – Final provisions

This Agreement is made in English in two counterparts, one for each party. Signatures exchanged by scanned copy or e-mail are valid.

For the Attorney	Client
_____	_____
Attorney Srđan Bogićević	[Client name]

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