



Arletti Partners

Corporate Immigration Associates

**CORPORATE
AND
EXPATRIATION
SERVICES**

EXPATRIATION

*Expatriation
Consultancy*

EXPATRIATION AUTHORIZATIONS

Request of permission to settle the expatriation of Italian workers

Exchange of information with HR department to collect all the required information, documents preparation, sending of the request, collection of the authorization and submission to the company.

PERMITS ABROAD

Application for Entry Visa, Work and Resident Permit in the destination country

Exchange of information with HR department to collect all the required information, documents preparation, sending of the request to the competent foreign authority and coordination of visa collection.

COMMUNICATION IN ITALY

Information note on the communication due in Italy

Employment office , Accident office, Social Security (opening of a dedicated position if required), Registry Office, Health assistance.

COMMUNICATION IN THE FOREIGN COUNTRY

Information note on the communication due in the foreign country

Depening on the destination country we will provide you with a list of communication due

EXPATRIATION

*Contract
Consultancy*

ANALYSIS AND DEFINITION OF THE EXPATRIATION PLAN

Prearrangement of the workers' transfer

On the basis of mutual needs and in accordance to the national and international laws, we define specific organizational and corporate solutions to duly arrange a transfer plan.

BUILD UP OF SALARY PACKAGE

Build up of the italian paycheck

Definition of base retribution, benefits, allowances, taxes , social contribution and analysis of all aspects involved.

DRAFTING OF TRANSFER/POSTING CONTRACTS

Drafting of the contracts involving employer and employee

Drafting of transfer/posting contract between sending company and employee, of the Intercompany agreement between sending and receiving company, of the contract between employee and receiving company if needed.

ITALIAN/FOREIGN INDIVIDUAL TAX RETURN

International partnership for an effective solution

Thanks to the support of foreign firms and the collaboration with reliable tax experts we provide the expatriate with a valid partner to file the tax return both in Italy and in the destination country.

skills and qualities

A&P Corporate Immigration Associates is a team of professionals who have been working for more than ten years in the international mobility consultancy, offering all in one solutions to major Italian and international companies facing transfers of Human Resources.



A&P follows a transfer from all points of view, **offering a tailor-made service according to the company's needs**, because we are aware that for any strategic plan there is a unique and particular solution.

A transfer namely involves ministerial authorization requests, composing of the salary package, agreements on contractual and social security terms, application for business or working visa, application for stay permit, up to the tax return, just to mention some of the required steps linked to such a process.



references

*“A deep expertise and
high reliability constant
over time”*

*Tetra Pak Packaging
Solutions Spa*

...more information...

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"The great aim of education is not knowledge but action."
—Herbert Spencer (1820–1903)