



Phase 0

Pre-Independendication
Advisory



Phase 1

Incorporation
Essentials



Phase 2

Operation Setup



Phase 3

HR & Compliance Cycle



Phase 4

Ongoing Support



Legal

- Business Model Legal Review
- Initial Structure Advisory
- Regulated Industry/License Check
- Risk Assessment/Entry Strategy Plan
- Labor Law Overview for Foreign Employers
- Local Partner/Distributor Selection Advisory

- Incorporation
- Shareholder / Director Agreement Drafting
- Articles of Incorporation
- Notarization
- Corporate Seal Registration

- Notification of Incorporation
- Business Contracts Drafting/Review

- Employment Contracts
- Work Rules/Employment Regulation

- Regulatory Compliance Advisory
- Dispute Resolution



Ongoing Legal Consultation

Market Research/Competitor Analysis

- Corporate Bank Account Opening
- Internet Banking Setup
- Virtual Office/Office Search

- Corporate Card Acquisition
- Business Permit/License Application
- Initial Visa Application

- Visa Application
- Foreign Employee Visa Status Management

Board/Shareholders'
Meeting Admin



English-language Government & Administrative Liaison



HQ Reporting Support (Monthly / Quarterly English Reports)

Initial Tax Notification

- Social Insurance/Labour Office Registration
- Blue Tax Return Filling
- Consumption Tax Notification

Annual Tax Filling
Transfer Pricing

Monthly Corporate
Tax Advisory

Pre- filling Strategy

Trademark search & application

Acquisition

IP maintenance & monitoring

IP enforcement support



Tax &
Accounting



Trademar/IP