

**PROCEDURES TO ESTABLISH CORPORATION
IN VIETNAM**

01 Prepare documents/
inf-ormation

02 Rent land/office

03 Investment
registration

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registration

05 Create
bank account

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01

Prepare documents/ information

Individual investors:

Investors: Passports and Bank Statement.

Legal representative: Passport.

Head office: MOU for rent and Legal documents of head office.

Institutional investor:

Investors: Certificate of Corporation; Articles of Corporation; Financial report of the nearest 2 years and Passport of representative.

Legal representative: Passport.

Head office: MOU for rent and Legal documents of head office.

02

Rent land/office

Lease land or factory for manufacturing

Investors are entitled to lease land / buildings for up to 50 years to operate. Investors, however, have to look for production sites that are in line with Vietnam's planning, and we recommend leasing land /factories in industrial areas.

Lease office for work

Investors look for offices that fit their business needs, signing a Memorandum of Understanding to rent a business office to carry out business start-up procedures.





03

Investment registration

Based on Vietnam's commitments to open the market in international treaties, the competent authorities authorized to appraise the investment field registered by the Investor has the commitment of Vietnam to open the market.

If applicable, the local authority will issue an Investment Registration Certificate within 15 working days.

If not, or the investment project in a particular field, the competent state agency will seek the approval of the relevant agencies, the processing time is 30 working days.

04

Corporation registration

Within 03 days from the date of issuance of the Investment Registration Certificate, the competent authority shall issue the Enterprise Registration Certificate to the Investor. Soon after, Investor carved the seal of the corporation and registered the seal.

At this time, the Corporation has been formed and the Investor is authorized to sign documents, contracts in the name of the Corporation.

05

Create bank account

Corporation must open two types of bank accounts:

- Direct investment capital account
- Payment account.

06

Tax registration

Corporation must register some basic information on accounting forms, methods of calculating value added tax, registering invoice forms and ordering invoice printing ... before commencing operation.

07

Contribute investment capital

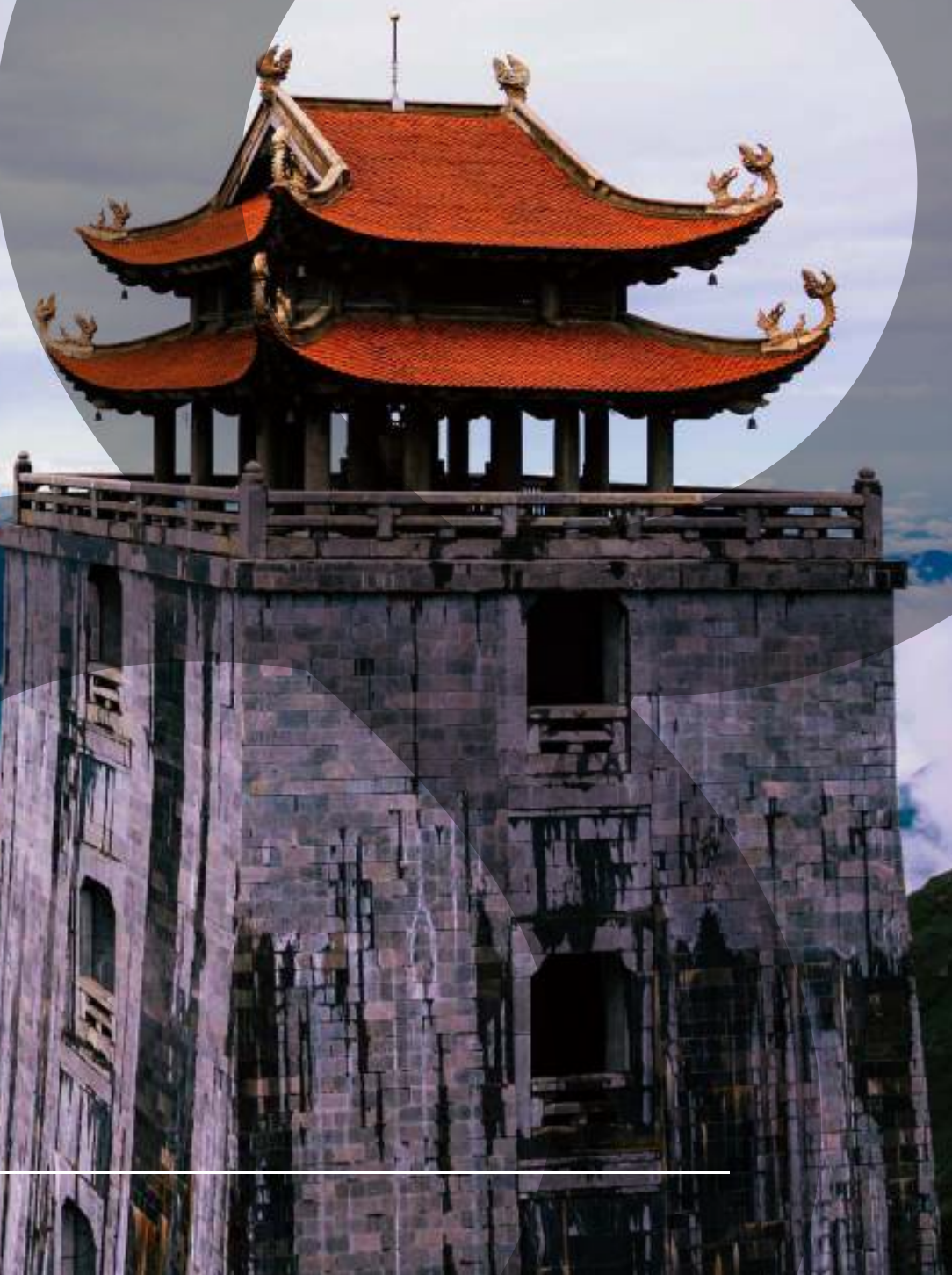
Within 90 days from the date of issuance of the Enterprise Registration Certificate, the investor must contribute properly and fully the committed capital at the time of the establishment of the Corporation. Equity assets can be cash, value of land use rights, intellectual property rights, etc. Investors who make contributions in the form of any kind of assets shall contribute according to the type of property.

Please note that if you make a capital contribution in cash, you must transfer it to your Direct Investment Account. If you make a capital contribution with a property registered for ownership at competent authorities.

08

Request operation licenses (if any)

Depending on the business sector of the business subject to conditions or conditions not in accordance with the law of Vietnam, Corporation will have to comply with the conditions and ask for different types of licenses.





09

Business operation

Business operates after completing procedures.