



VIETNAM ESSENTIAL DOING BUSINESS & TAX GUIDE

SWISSOTEL LE CONCORDE BANGKOK

Friday 2 November 2018 (0830 – 1230)

“CHINA’S LOSS IN TRUMP’S TRADE WAR IS ASEAN’S GAIN. LOOK AT VIETNAM”

The country is setting an example to the rest of Southeast Asia when it comes to attracting industry (South China Morning Post, 14 September 2018)

Why Vietnam?

- 94m population and growing - Young, dynamic and eager to embrace global lifestyles
- Increasing sophistication of consumer tastes and demands.
- Second factory of the world (after China) - Mobile phones, electronics, furniture, garments / textiles.
- Rapid urbanization – attractive property sector and urban demands
- Extensive investment in infrastructure and utility, opening up vast tract of the country for rapid economic development
- Increasing global integration and liberalization through investment and trade agreements

WORKSHOP AGENDA

1. Setting Up Business

- Understanding recent changes in the Investment and Enterprise law - the regulatory and administrative steps in setting up subsidiary company in Vietnam
- Updated regulation on trading and distribution by foreign investors
- Post Licensing Procedure: Obtaining seal, tax notification, opening bank account and tax invoices

2. Managing Business and Internal Control

- Governance structure for companies
- Company charter and associated documents
- Authority and control
- Bank account management
- Limiting the power of legal representative
- The function of Chief Accountant

3. Tax Briefing

- Vietnam Tax in a nut-shell
- Tax incentives
- Tax Planning: Equity / Debt and Profit Repatriation
- Transfer Pricing Regulation
- Withholding Tax and Double Tax Agreement
- Foreign exchange control and taxation
- Property investment – taxation aspects

4. Hiring in Vietnam

- Understanding Vietnamese Labour Code and employment regulations
- Social, health and unemployment insurance
- Trade union and internal labour regulation
- Work permits and Residence Visas
- Terminating staff

5. Expatriation

- Work permit, tax and visa issues for legal representative, chief representative and expatriates

Who Should Attend

- CEOs and Directors of foreign companies with Vietnamese operations
- CFO, finance directors and managers
- Corporate affairs, legal and company secretarial officers
- Project managers with Vietnam responsibility

Speakers / Consultants



Lim Chor Ghee

**General Director
Tricor Vietnam**

An Australian / Malaysian qualified accountant based in Vietnam since 2007, Chor Ghee has supported many

foreign companies in entering Vietnam through M&A and investment licensing application, as well as providing corporate services, taxation, accounting, payroll and business advisory services.

He has successfully developed an advisory and accountancy practice that has since March 2014 merged into Tricor Vietnam. Tricor Vietnam serves a diverse client portfolio ranging from manufacturing, renewable energy, trading / distribution, real estate, construction, services and e-commerce.

Prior to starting his business ventures in Vietnam, Chor Ghee worked in professional practice and commerce. He started his accounting and advisory career with a Big 4 firm in 1993 and then joined a Hong Kong-public listed hospitality / leisure group as an accountant and left as the Group's Vice President (Legal and Corporate Affairs).

Chor Ghee is a member of CPA Australia, Malaysian Institute of Accountants and Chartered Institute of Taxation. He holds several postgraduate academic qualifications in business administration, political science and e-commerce from distinguished universities in Australia and UK.



Nguyen Le Anh Binh (Brian)

**Business Development
Manager
Tricor Vietnam**

Brian started his career with the legacy firm of Tricor Vietnam and has more than 8 years of experience in consultancy and business development in dealing with investment licensing and market entry for foreign direct investment, project management, company secretary services and human resources advisory.

He has also spent some years at BDO Consulting Vietnam, a Big 5 international audit firm.

In performing a wide range of business and corporate services in Tricor Vietnam, Brian works closely with Tricor's professional team in supporting foreign clients to invest in Vietnam, managing compliance activities and delivering value added advisory to the clients' business operations.

Brian graduated with Bachelor of Law degree from the University of Law of Ho Chi Minh City and Bachelor of Business Administration from the University of Wales, United Kingdom.

Brian is proficient in written and spoken English and Vietnamese.



Nguyen Van Su (Steven)

**Manager
Financial / Tax Advisory
Tricor Vietnam**

Steven has 10 years of working experience in auditing, accounting, taxation and advisory services.

While working at the legacy firm of Tricor Vietnam for 6 years, Steven was involved in statutory audit of foreign owned companies and was involved in diverse industries such as trading, manufacturing, construction, services and advertising. His audit experience has greatly facilitated Su in dealing with financial and tax reviews and advisory services at Tricor Vietnam, communicate the issues to the corporate offices overseas and recommend workable solutions.

Steven is a licensed auditor and tax practitioner in Vietnam, and graduated with Bachelor of Economics, University of Economics of Hochiminh City, Vietnam.

He is proficient in written and spoken English and Vietnamese.

Supporting Organizations



Tricor Group (“Tricor”) is Asia’s largest integrated Business, Corporate and Investor Services. As a business enabler, Tricor provides outsourced expertise in corporate administration, compliance and business support functions that allows clients to concentrate on what they do best - Building Business

Tricor Vietnam offers one-stop compliance and advisory services in Vietnam. Tricor professionals are experts in market entry, compliance services and advisory functions. Our specialists in Vietnam provide a comprehensive range of services including:

- Vietnam Market Entry & Business Advisory
- Investment Certificate licensing and company formation, corporate secretarial and administrative services
- Representative office set up and compliance
- Advisory on loan registration and profit repatriation
- Accounting and book-keeping (IFRS and VAS)
- Tax advisory and compliance services
- Mobility and expatriation services (work permit, residence visa and expatriate tax planning)
- Payroll outsourcing and Human Resources Consulting
- Treasury management
- Financial and tax due diligence

Tricor Vietnam maintains offices in Ho Chi Minh City, Hanoi and Danang.

In Association with

PL Group is a full-service accounting and audit firm that specializes in the needs of medium-sized businesses and international corporate running business in Thailand. The company was founded in 1993 and formerly named as PLG Management Consultants Limited.

PL Group consists of:

- PLP Auditing Office, a certified public accounting firm offers financial audit and review
- PLG Plus Limited, a company provides corporate service relating to accounting, tax and managerial advices.

We specialize in:

- Bookkeeping and financial statements preparation
- Audit and review services
- Corporate tax return filing and tax planning

- Payroll processing services
- Advisory about setting up a business in Thailand

Today our clients base has grown significantly both in terms of number and service requirement diversity. This has resulted to a great increase of references made by our existing clients.

To ensure that we are strategically allied with professional partners and colleagues at a global level, PLG Plus joined MSI Global Alliance, an internationally recognized accounting networks and law firm association in 1999. Since then, we have benefited a great deal not only from the shared knowledge and experience, but also the strengthened cooperation with some other 250 members in 100 countries around the world.



Indochina Link derives its synergies from the alliance of regional business advisors, lawyers, accountants and entrepreneurs who are committed to intensifying business and investment link in the Indochina region.

Our alliance members are strong believers of further economic integration in the greater Mekong region. We see vast opportunities offered in this region of abundant natural resources and dynamic population that complements the economic and financial clout of vibrant East Asian economies.

The alliance was incepted in Vietnam in 2007. We have organized many Indochina investment and “doing business” conferences and workshops in Singapore, Kuala Lumpur, Ho Chi Minh City, Jakarta and Bangkok. Indochina Link has spearheaded many study tours and business exchanges, and has worked with trade promotion institutions and professional bodies for exchanges in the region.

We provide “doing business” information, and with the growing cross border investment and M&A activities in Indochina, we offer business intelligence, market feasibility studies and market research reports. Working closely with our alliance members in Vietnam, Cambodia, Thailand and Laos, we also offer a full suite of professional services ranging from valuation, due diligence, structuring, tax planning and accounting.

Registration Details

Pay By 16 October 2018
THB 6,600 per person
(10% discount for groups of 3)

Normal Price
THB 7,600 per person
(10% discount for groups of 3)

Note: Price excludes GST

(Half Day Workshop – Coffee / refreshment provided)

Notes:

Confirmation of attendance is subject to receipt of full payment. No cancellation will be entertained after confirmation, but substitutes are allowed.

Event Consultants

In Thailand:

Chakkawat (Golf)

PLG Plus Limited

9th Floor, CS Tower
230 Ratchadapisek Road, Huaykwang,
Bangkok 10320, Thailand
Tel: (662) 274 0090
Fax: (662) 274 0096

Email: chakkawat@plgplus.com

In Singapore:

Indochina Link Pte Ltd (200713333E)

111 North Bridge Road,
#21-01 Peninsula Plaza, Singapore 179098
www.indochinalink.com

Contract: Mr EC Tan
Email: events@indochinalink.com
Phone +65 8193 9928 (S'pore)

Ho Chi Minh City:

Indochina Link Vietnam Co., Ltd

Tầng Lửng, Tòa nhà An Phú Plaza
117-119 Lý Chính Thắng
Phường 7, Quận 3
Hồ Chí Minh, Vietnam

Our Track Record

- Vietnam – Essential Doing Business Guide
 - Hong Kong 4 Sept 2018
 - Kuala Lumpur 20 July 2018
 - Singapore 13 July 2018
 - Bangkok 15 June 2018
 - Hong Kong 9 April 2018
 - Kuala Lumpur 30th March 2018
- Vietnam – New Transfer Pricing Regulations & Tax Finalization 2017
 - Singapore 16 March 2018
 - Ho Chi Minh City 9 March 2018
- Vietnam - Doing Business and Tax Briefing
 - Hong Kong 12 Dec 2017
 - Bangkok 6 November 2017
 - Kuala Lumpur 3 October 2017
 - Singapore 28 August 2017
 - Hong Kong 15 August 2017
- Vietnam - Doing Business and Tax Briefing
 - Singapore 17 March 2017
 - Kuala Lumpur 27 March 2017
 - Hong Kong 11 April 2017
 - Bangkok 15 May 2017
- Vietnam Tax Briefing
 - Singapore 17 Oct 2016
 - Hong Kong 21 Nov 2016
 - Bangkok 21 Oct 2016
 - Kuala Lumpur 8 Dec 2016
- Vietnam Investment - Easier Market Entry and Effective Company Management with New Investment / Enterprise Law
 - Bangkok – 18 January 2016
 - Hong Kong – 8 Oct 2015
 - Ho Chi Minh City – 14 Oct 2015
 - Singapore – 31 August 2015
 - Kuala Lumpur – 31 July 2015
- VIETNAM - Market Access, Investment Regulations and Tax Updates
Singapore - Wed 15 April 2015

.....And many other workshops in the region on Vietnam investment since 2006.....



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Speakers from Tricolor Vietnam

Lim Chor Ghee (Mr), General Director
Nguyen Le Anh Binh (Mr), Business Development Manager
Nguyen Van Su (Mr), Manager – Financial / Tax Advisory Services

AGENDA

0830 – 0900	Registration and coffee Slideshow on new urban & infrastructure development in Ho Chi Minh City
0900 – 1030	1. Setting Up Business 2. Managing Business and Internal Control
1030 - 1045	Coffee Break
1045 – 1130	3. Tax Briefing
1130 - 1230	4. Hiring in Vietnam 5. Expatriation Matters

Sign Me Up!
Registration Form



Your business and investment link to the Mekong region

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	<u>Name</u>	<u>Email</u>	<u>Designation</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

(10% discount applies to group of 3 or more)

Company: _____

Address: _____

Telephone: _____ **Fax:** _____

Email: _____ **Contact Person:** _____

Tax Identification Number: _____

Do you have an existing business operation in Vietnam? YES / NO

Payment / Terms & Conditions

- Invoice shall be raised by **PLG PLUS LIMITED** upon registration.
- Confirmation of attendance is subject to receipt of full payment. No cancellation will be allowed after confirmation, but substitutes are allowed. The management have right to change the date / venue of the event (in unavoidable situation) with notice to be given in advance to participants.



STARTING BUSINESS IN VIETNAM

Conception to Implementation

Tricolor's Business Setup Services is designed to provide invaluable support and hand-holding to any foreign company investing in Vietnam. Our multi-professional business setup team delivers under one roof a combination of advisory and consulting services, transaction support and project management support for inward investments.

In doing so our consultants not only guide foreign direct investors at the pre-investment stage - providing advice on investment and enterprise laws, market entry strategy, ensuring regulatory compliances, and obtaining tax incentives - but also assist in greenfield to brownfield setup stage; thus delivering business setups on a turnkey basis. On successful implementation of the business plan, we also arrange for recurring services to help the client through the initial stages of operation in an unfamiliar location.

We aim to help clients avoid mistakes as well as save management time in dealing with regulations, customs, business and operational issues.

		UNDERSTAND		
		Preliminary Consultation (Market Entry)		
		Company Setup Representative Office / Branch Project Office		
Investment Licenses and Sublicenses	Company Charter and Governance	Approvals and Structuring	Capital structure / loan approval	International Tax Planning
	Tenancy Agreement	Real Estate	Selection of Premises	
Labor Laws / Staff Handbook	Labour Contracts	Human Resources	Labour Union	Expat Tax Planning
Tax Registration and Tax Invoice Printing	Accounting / Payroll System Set-Up	Statutory Registration and Initial Set Up	Labour and Insurance Registration	Bank account opening support
		START OPERATION		

OUR VALUE PROPOSITION



PRE- INVESTMENT

- ▶ Market Entry Strategy
- ▶ Investment Law: Legal and Regulatory Assessment
- ▶ Vietnam's commitments under WTO
- ▶ Tax incentives
- ▶ Industrial codes mapping (CPCs to VSICs)
- ▶ Corporate structures in line with Vietnam laws
- ▶ Location of investment
- ▶ Due Diligence

EXECUTION / SET-UP

GREENFIELD TO BROWNFIELD SET-UP

- ▶ Pre-requisites Registrations and Approvals
- ▶ Land Scouting and Acquisition
- ▶ Investment Registration Certificate and Enterprise Registration Certificate (Company Incorporation)
- ▶ Initial Statutory Fulfillment
- ▶ Provision of Registered Address (if required)
- ▶ Recruitment Support
- ▶ Project Management
- ▶ Obtaining Sub-licenses

POST INVESTMENT

- ▶ Company Secretarial Services
- ▶ Accounting & Financing Reporting
- ▶ HR & Payroll Administration
- ▶ Business Advisory
- ▶ VAS / IFRS / Reporting Requirements
- ▶ Internal Audit and Outsourcing Services
- ▶ Transfer Pricing
- ▶ Performance, Governance, Risk & Compliance
- ▶ Tax Advisory & Consultancy Services
- ▶ Executive Search & HR Services
- ▶ Incubation Services
- ▶ Expatriates Relocation Services

For more information, please contact:

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Key contacts:

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Nguyen Le Anh Binh – Team Manager
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