ALTAS CAPABILITY STATEMENT

Beyond Expectations, Above Trust



About us



2023

ATLAS unites seasoned experts from various specialties to provide integrated solutions that add value to our clients' businesses.



One-stop Consulting Firm

We combine legal, accounting and tax expertise with strategy consulting to offer synergy solutions in the areas of legal, accounting, tax and management.



Over 100 clients

We help multinational corporations navigate Vietnam's complex legal landscape while balancing compliance and growth for sustainability.



Association Members

- Vietnam Bar Federation(VBF)
- Ho Chi Minh City Bar Association (HCBA)
- Viet Nam Young Entrepreneurs Association (VYEA)
- Ho Chi Minh City Commercial Arbitration Center (TRACENT)
- Business Network International (BNI)
- Vietnam National Data Association (NDA)



Mission

We are committed to providing our clients with optimal solutions to their business challenges.

Vision

Leading the charge in harmonizing compliance, growth, and sustainability for business success.

Goal

Become a strategic consulting partner who can provide synergistic solutions.

What we offer



"Compliance Assurance, Strategy Consulting, Synergy Solutions, All at One Stop." Legal Services

Company Secretarial & Compliance Services

Accounting, Tax & Payroll Services

Product Regulate Services

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Our Expertise



Licensing Services

We support FDI companies across various industries in Vietnam obtain the necessary licenses and permits for compliant business operations.



Legal Advisory Services

With our deep understanding of Vietnamese laws and business practices, we support clients mitigate legal risks and operate business in compliance with all relevant laws and regulations.



Dispute Resolution Services

We understand the complexities of legal challenges in Vietnam market. We are dedicated to protecting clients' rights while minimizing financial losses and reputation risks.

Licensing Services:

Legal Entity Formation and Registration

Sub-licenses and Industry-Specific Licenses

Environmental Permits and Regulatory Approvals

License Renewals and Amendments

Company Dissolution





Initial Assessment

Identify all relevant licenses and permits required for business operation in Vietnam

Preparation and Submission

Handle the preparation of all necessary documentation and submission to relevant authorities.

Liaison and Follow-up

Manage communication and follow-up with government agencies to expedite the process

Obtaining Licenses

Obtain the required licenses and permits following the relevant authorities' approval.

❖ Advisory Services:

Market Entry and Expansion	 Advising on the most suitable legal structure for client's business and assisting with company incorporation. Assist clients navigate foreign investment laws and regulations, ensuring that they are aware of the restrictions and that they are able to take advantage of the available incentives.
Corporate and Commercial Law	 Advising on board structure, shareholder meetings. Draft, review, and negotiate contracts, agreements, and other legal documents Protecting clients' intellectual property rights, including trademarks, patents, and copyrights.
Tax and Labor Law	 Advising on tax regulations and optimizing client's tax positions in Vietnam. Ensuring adherence to labor laws and regulations, including employment agreements, social security payments, and labor dispute resolution.
Mergers and Acquisitions	 Conducting legal due diligence on potential business partners, joint ventures, or acquisitions. Providing legal counsel throughout the M&A process, including deal structuring, negotiation, and documentation.
Restructuring and Liquidation	 Providing legal counsel throughout the restructuring and liquidation process, including planning, strategy development, negotiation and communication with stakeholders, and regulatory compliance.



Initial Consultation

We conduct a comprehensive preliminary assessment to evaluate the legal landscape and regulatory requirements specific to our clients' business operations.



Research & Analysis

We conduct an analysis of the client's business operations, identifying and evaluating potential legal risks and compliance issues.





Tailored Solutions

We provide clear and concise advice on corporate and regulatory compliance, legal risk mitigation, and corporate governance best practices.



On-going Support

We actively monitor changes in laws and regulations and keep clients informed of impactful updates

Our track records:

Restructuring

Consultation on the restructuring of production, renewable energy, and bidding processes for corporations listed on Vietnam's stock exchanges is available..

Manufacture of electrical equipment

A corporation is listed on the Vietnam stock exchange

Legal advisor

Selected as a legal consulting firm in 2024 for renewable power, ensuring compliance with the legal requirements of the electricity business.

Power Generation

The two largest state-owned electricity production corporations in Vietnam

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Deal Planning Support

Assist with land clearance, provide negotiation and advisory services for real estate investment plans, and draft and negotiate contracts.

Real Estate

One of the largest real estate corporations in China

Our track records:

04

Merge & Acquisition

Advised on the transaction involving a leading Japanese construction corporation intending to purchase 50% of the charter capital of a premier M&E installation service company in Vietnam.

Construction Industry

Top 3 largest refrigeration construction corporations in Vietnam

05

Review of Equitized Assets

Review of equitized assets, contract reviews, restructuring consulting, and legal disputes.

Beverages industries

One of the member companies of the largest beverage corporation in Vietnam

06

Transactions & Deals

Regular consulting, legal evaluations, and involvement in negotiating transactions are conducted for a total value exceeding 500 billions VND.

Food industry

Top 3 largest food corporation in China

Our track records:

Manufacturing

Regular consulting, legal evaluations, and involvement in negotiating transactions are conducted for a total value exceeding 12,500 trillion VND.

Electronic Components Manufacturers

Top 10 largest manufacturers of electronic components in the world.

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Legal due diligence

Consultation on licensing procedures, business conditions, legal appraisal of projects, and restructuring.

Logistics Industries

Top 3 largest logistics service providers in Vietnam and top 50 largest corporations in Vietnam

09

Business Cooperation Contract

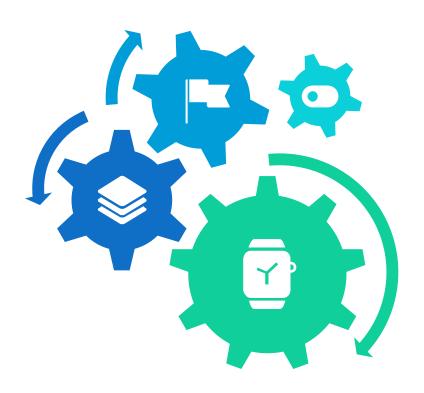
Consultation is underway regarding a collaborative service between a Thai and a Japanese corporation for logistics operations in Vietnam.

Joint Venture

Leading logistics corporations in Thailand and Japan

❖ Dispute Resolution Services:

Commercial Dispute Settlement	 Handling contract breaches, debt collection, intellectual property infringement, and other commercial disputes.
Labor Dispute Settlement	 Representing clients in disputes arising from employment contracts, wages, benefits, terminations, and other labor-related matters.
Shareholder Dispute Settlement	 Representing clients in disputes involving company governance, management decisions, and shareholder rights.
Administrative Dispute Settlement	 Pursuing legal action in response to government actions or decisions that negatively affect clients' business.
Complaints to Authorities	 Assist clients in submitting complaints to the appropriate authorities regarding any regulatory infringements.





Pre-Litigation Advisory

Assess legal risks, develop preventative measures, and explore alternative dispute resolution options.



Litigation Representation

Manage all stages of the litigation procedure from case preparation to trial and appeals.



Arbitration & Mediation

Assist clients in navigating arbitration and mediation proceedings while advocating for their best interests.



Negotiation & Settlement

Work diligently to negotiate favorable settlements and avoid costly litigation whenever possible.

Key Peoples



LE QUANG LAM

Partner, Head of Dispute Resolution +84-936 939 677

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Mr. Lam Le, Head of Dispute Resolutionat ALTAS, is a seasoned litigation attorney with over 15 years of extensive experience in the legal sector.

Between 2014 to 2019, Lam served as a court secretary at The People's Court of Thu Duc district, which further solidified his comprehension of judicial system and legal proceedings. Utilizing his acquired expertise and abilities, Lam founded Thu Duc Law Firm in 2020. The firm prospered under his stewardship, focusing on the resolution of commercial and civil disputes. In 2024, motivated by a desire for growth, Lam orchestrated the merger of his law firm with ALTAS.

Mr. Lam Le's insightful leadership and extensive expertise play a crucial role in steering ALTAS towards sustainable growth, ensuring that clients from diverse sectors receive outstanding litigation services and strategic advice.

Key Peoples



NGUYEN VAN LONG

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Mr. Long Nguyen, a highly experienced M&A lawyer, utilizes his extensive legal expertise gained from more than ten years of leading legal departments at renowned Vietnamese law firms in his role as Legal Senior Counsel at ALTAS. With his comprehensive understanding of licensing procedures and commercial, investment, business, and corporate laws, he is able to provide strategic advice on a diverse array of business operations and transactions.

Mr. Long Nguyen has a proven track record of success in high-value commercial transactions, ranging from the development of meticulous deal structures and the negotiation of intricate regulatory obstacles in M&A transactions to the management of critical licenses for FDI companies. Especially, he led the legal team for a \$1 billion+ real estate project in Binh Chanh District, showcasing his ability to manage intricate M&A processes. Similarly, his expertise in licensing allows him to skillfully manage the complexities of foreign investment laws and regulations, ensuring that our customers can confidently conduct business in the Vietnamese market.

Mr. Long Nguyen's pragmatic approach and extensive experience in both M&A transactions and licensing processes render him an invaluable asset to ALTAS, consistently surpassing expectations and providing top-tier legal services to our esteemed clientele.



Company secretary services:



Meeting secretary services

Organize and send out notices, attend and prepare minutes and its resolutions.



Notarization and translation assistance

Assistance with document notarization at public notary offices in Vietnam or coordination with translation agencies for document translation services.



Prepare administrative documentation

Board meetings and resolutions, powers of attorney, capital contribution certificates; shareholders' book and list.



Stamping Volume

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Assistance with affixing the company stamp on official documents, such as contracts, minutes, and decisions.



Custody services

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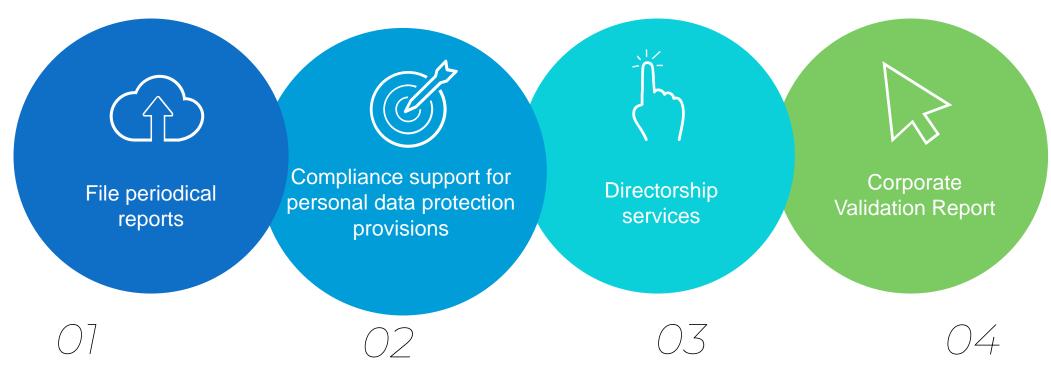
Custody services ensure the safekeeping of essential items, such as original corporate documents (IRC, ERC, other sublicenses, Company Charter, and amendments to the Company Charter); the Vietnam Company stamp; records of board meeting resolutions/decisions; and the shareholders' book or list.



Monitor expiry of company documents

Expired date of work permits, expired date of visa, expired date of representative offices/branch offices, expired date of investment registration certificate, others.

Company compliance services



Investment reports, monitoring assessment during investment period for project; loan reports; annual operation reports of representative offices/branch offices, other reports.

Prepare application forms for dossier on personal data processing impact assessment (DPIA), Dossier on impact assessment of abroad transfer of personal data (DTIA) and notification for submission of dossier on DPIA and DTIA, prepare for decision on assignment of the department & personnel in charge of personal data protection.

We can assign an employee to act as your company's personal director/officer/legal representative. Their information will be recorded at your Vietnam company licenses to ensure your company is compliance with local rules and regulations.

We will analyze the company's data and provide the Client with a summary of our findings regarding the legal status of companies, statistics on filing status, legal disputes, tax obligations, and security transactions.



Information sheet preparation

We provide an information sheet to clients for preparation and delivering to evaluate the legal status and regulatory requirements specific to our clients' business operations.



Collect & Analysis

We receive the information and conduct an analysis of the client's business operations, identifying and evaluating potential legal risks and compliance issues.





Document filling

Upon received confirmation of clients, we will submit all documents/information to competent agencies/client/third-parties as required by laws/Clients



On-going Support

We actively monitor changes in laws and regulations and keep clients informed of impactful updates

Key Peoples



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Of Counsel

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Mr. Luong Van CHUONG (Chris Luong) has been known as an experienced and results-oriented attorney with over a decade of expertise in delivering effective legal solutions to a diverse portfolio of international and domestic corporate clients. During his career path, he also actively working as an experienced in-house counsel at VNG Corporation, the first Vietnam's "unicorn" technologies company. In this capacity, Mr. Chris leads a legal team responsible for providing strategic legal advisory, ensuring regulatory compliance, and supporting across various internal functions of the organization. Before joining ALTAS as a Counsel, he served as a Partner of SBLAW LLC advising over 1,000 clients on foreign investment, corporate transactions, labor, trade, and real-estate matters. Successfully secured 350+ licenses for clients as well as supporting litigation teams, Mr. Chris has been recognized for leadership with demonstrated ability to perform under pressure and navigate complex legal and business landscapes.



Our Expertise



Accounting services

We provide comprehensive accounting solutions designed to streamline your financial operations. Our experienced team ensures accurate bookkeeping, insightful financial reporting and timely submissions that adheres to Vietnamese regulations. We offer a scalable solution tailored to your specific needs.



Tax services

Our team of tax specialists removes the burden with our dedicated Vietnam tax services. We ensure efficient tax planning, minimize liabilities, and guarantee compliant tax filings. Our service includes tax registration, preparation and submission of tax returns, tax retainer and advisory.



Payroll services

Our team of payroll specialists takes care of the accuracy and compliance – from calculating salaries and benefits, managing compulsory insurances contributions, PIT compliance to generating pay slips and reports. You can be free from administrative burdens in managing your Vietnamese workforce.

Accounting Services

Book-keeping and Monthly Report

Annual Statutory
Financial statement

Chief Accountant





Initial assessment

Identify all accounting compliance requirements for business operations in Vietnam.

Data collection

Collect and maintain accounting data align to agreed service calendar.

Reconciliation and validation

Review and validate accounting documents, reconcile to required sources to ensure the accuracy.

Preparation and submission

Handle bookkeeping, preparation of financial reporting and submission to relevant authorities..

❖ Tax Services:

Business License Withholding Tax Tax (BLT) (WHT) Value Added Tax Tax Retainer (VAT) Corporate Income Tax (CIT)

Collecting Data

Collect and maintain tax data align to agreed service calendar.

Preparation & Submission

Prepare and submit BLT, VAT, CIT, and WHT returns to the appropriate authorities in accordance with local regulations.



Initial Consulting

Understand clients' business operations, identify tax compliance requirement and potential tax risks.

Validation

Review invoices and supporting documents in accordance with tax law requirements and give recommendations to enhance the tax strategy.

Tax Representation

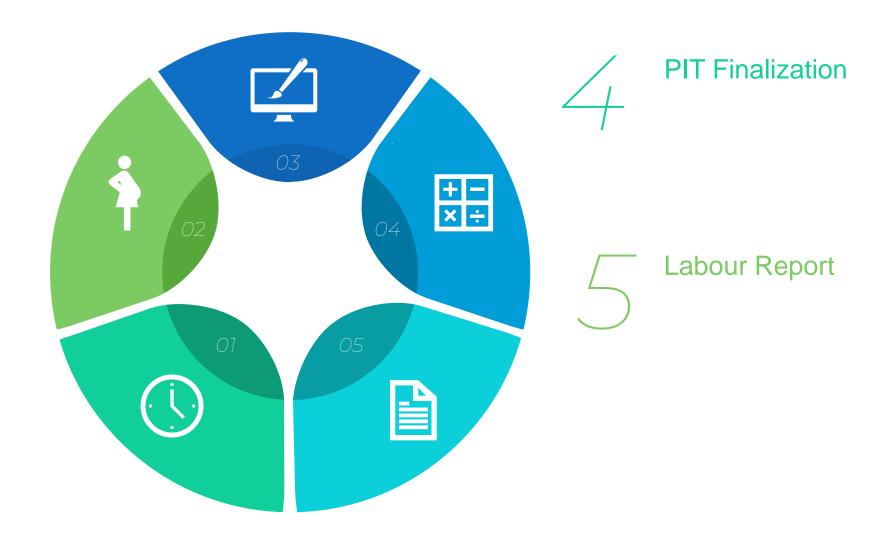
Collaborate with the tax authorities to clarify the tax issues on behalf of the client.

❖ Payroll Services:

Monthly Payroll Calculation

Insurance
Regulatory
Compliance

Pay Roll Tax Compliance



Data Collection



Collect and maintain employee records including salary, wages, benefits, deductions, and tax information.

Salary and Benefit Processing



Calculate the gross pay, deductions (including income tax and compulsory insurances), and net pay for each employee.



Tax Regulatory Compliance

Calculate, withhold, and submit these taxes, insurances, labor reports to the relevant government authorities on behalf of the company.

Reporting and Reconciliation

Generate pay slips, payroll tax returns, labor reports, reconcile to payroll data to ensure accuracy.

Key Peoples



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Head of Accounting and Tax Compliance

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Mrs. An Nguyen, ALTAS's new Head of Accounting and Tax Compliance, brings extensive experience from leading multinational consulting firms. Her career includes leadership roles at TMF Group Vietnam, AGS Accounting & Auditing, S&S Auditing & Consulting, and UHY Audit.

Mrs. An Nguyen specializes in tax strategy optimization, accounting process streamlining, and financial statement analysis across various sectors including manufacturing, trading, services, IT, and logistics. This broad industry knowledge allows her provide tailored solutions that address both SMEs and MNEs unique challenges.

With her accounting and tax specialties, invaluable global market experience and well-established industry connections, Mrs. An Nguyen strengthens ALTAS's position as a trusted multi-disciplinary partner in navigating the complex accounting and tax compliance.



Product Registration Service



Advisory and Support

Our compliance advisory service provides comprehensive guidance on a wide range of product registration procedures and processes. Our experts offer end-to-end support throughout the product registration lifecycle. This includes navigating the intricate application processes, liaising with regulatory authorities, and maintaining ongoing compliance.



Documentation Management

We leverages our deep understanding of regional registration requirements to guide clients through the entire product registration workflow. We work closely with clients to identify all necessary forms, certificates, and supporting materials, and then prepare each item according to the specific requirements.



Market Entry Planning

Our strategic planning process begins with a thorough analysis of the regulatory landscapes, market trends, and competitive landscape. We leverage our deep industry expertise to identify potential regulatory hurdles, emerging market opportunities, and key competitive factors that could impact your product positioning and go-to-market approach.



Key Peoples



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Mr. Vu Mai, Senior Counsel at ALTAS, is a experienced consultant with over ten years of specialized expertise in the Product Liability & Compliance area. He has over five years of experience in commercial law practice, with a focus on the medical and healthcare sector.

Leveraging his legal expertise, a proven track record of collaborating with governing bodies and well-established connections in the field of regulatory affairs, he has acted as a product liability and compliance senior advisor for many strategic partners worldwide, including the following: idsMED Group (INNOQ), Becton Dickinson, Medtronic, GE HealthCare, Stryker, Biotronik, Philips Volcano, Cryolife, Merit Medical, Translumina, Pharma Research, Medicrea, Tecres S.p.A. Steelco, Lima Corporate S.p.A, Hamilton, Mediana, Limacorporate S.p.A. KLS Martin SE & Co., ...

Mr. Vu Mai earned a bachelor's degree in commerce from RMIT International University in 2011 and MEDICAL DEVICE CLASSIFICATION CERTIFICATE - College of Medical Equipment Engineering in 2021.

Our notable Clients

















































Our notable Clients





















































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