

## Notification On Procedure for Business Registration in Lao P D R.

-According to additional announcement No. 0530/MOC, dated 10/May/2002 & No. 0538/MOC, dated 13/May/2002.

Ministry of Commerce, Domestic Trade Department (Business Registration Division) hereby notify the procedures for Business Registration and documents required for Enterprises.

\* Business Registration takes place at 3 Levels

### I.

Ministry (center) Level.

The following are required registered at the Ministry :

1. Foreign investment whose registered capital is more than \$ 200.000.
2. Enterprises engaged in import of Vehicles, Gas and export of wood products .
- 3 . State enterprises and state-owned joint venture enterprises who obtained licenses from the Ministry.

### II.

Provinces, Capital and special zone level.

1. Foreign investors whose registered capital is less than \$199,999.
2. Enterprises regulated by or have dealings with other main sectors such as:  
- Agriculture, Industry and Services .

3. Commercial :Enterprises engaged in export--import trade out side administered by the Ministry will be transferred to provinces.

4. All enterprises who have license from provincial governments.

### III.

Districts level.

Small business enterprises who opera out side from the Ministry and Provincial jurisdiction should register with the district office these are:

1. Branches .
2. Small shops.
3. Others

Documents to be completed by foreign investors :

- License from Foreign Investment Management Committee (FIMC)
- Registration form .
- Copy of passport.
- 3 photos of size 3x4 inches .
- Letter of authority from the manager of company .

Documents to be completed by domestic investors and enterprises other than commerce.

- License from the concerned sector.
- Registration form .
- Curriculum Vitae (CV)
- Certificate of Assets
- Criminal noted No 3, copy of ID card, 3 photos of size 3x4 inches.

Documents to be completed by domestic investors and controlled by commerce sectors:

- Registration form from commerce
- Curriculum Vitae (CV)
- Certificate of finance
- Criminal noted No 3 , copy ID card, 3 photos of size 3x4 inches .
- Regulation confirmed by commerce sector.
- Economic evaluation.

Fees. See Minister of Finance's additional announcement No. 0341/MF, dated 21/02/2002 .

Notes 1: If all documents are complete as required , registration will be completed in 24 hours.

Notes 2: This notification translated from additional announcement No. 0530/MOC, dated 10/May/2002 & No. 0538/MOC, dated 13/May/2002.



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