

Ministerial Guideline on Enterprise Branch Establishment No: 1619/MOIC.ERO, dated 28 August 2013

Paragraph A: General principles of enterprise branch (legal entity)

Paragraph B: Branch establishment of enterprise (legal entity)

Paragraph C: Branch establishment of international enterprises (legal entity)

- 1) International enterprise (legal entity) providing services including a) banks or financial institutes, b) insurance, c) international consultancies and foreign airlines, can submit application to establish branches in Lao PDR. Establish of other branches will be stipulated in separate regulations (if necessary).
- 2) Upon branch registration (legal entity) of international enterprises, they must submit application for TIN, fulfill obligations and regulations of Lao PDR, similar to other enterprises.
- 3) Submission of application to set up branch by international enterprises shall include attachments:
 - a. Branch registration application
 - b. Copy of business license (Lao language)
 - c. Copy of AOA (Lao)
 - d. Attorney letter and TOR assigned by parent company to act as branch (Lao)
 - e. Picture of branch manager (3X4) 3 photos
 - f. Other documents as required by line sectors (if any)

Paragraph D: Enforcement