

## Firm Profile

# SMART LEGAL CONSULTING

## INDONESIAN CORPORATE LEGAL SERVICES

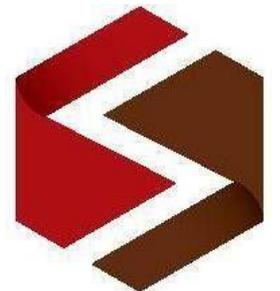


# OVERVIEW

SMART Consulting (“SMART”) is one of the leading local expertise in Indonesia providing corporate legal services, SMART fully understands the Client needs in terms of the legal process delegation, including with the field conditions (governmental/institution), understand the business, trustworthy and certainly efficient in terms of cost.

That is why we would like to present ourself as your partner in dealing with corporate legal services to help you with your research, legal administration, and business license to be more effective and efficient.

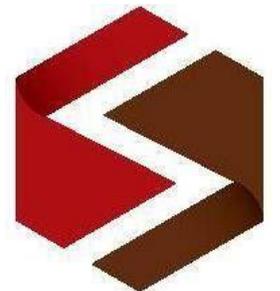
SMART is offering a wide range of services to domestic and international clients interested in business development in Indonesia with minimal ease of effort. Further, SMART will give you all the benefits in partnership and proper goals in supporting your business activities.



# OUR SERVICES

We provide professional services to the law firms, in-house counsels and legal departments of corporations including but not limited to the following services:

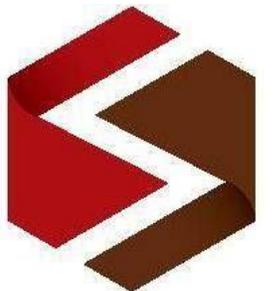
- **CORPORATE SECRETARIAL SERVICES**
- **BUSINESS LICENSES**
- **COMPANY SEARCH**
- **EXPATRIATE WORK PERMIT**
- **LEGAL DUE DILIGENCE**
- **LITIGATION SUPPORT**



# CORPORATE SECRETARIAL SERVICES

- Company Formation (Foreign Direct Investment (FDI), Representative Office and Branches) in Indonesia;
- Legal procedures to change the BoD/BoC of the company, change shareholdings, change of the Articles of Association;
- Preparing statutory documents for board and general meetings, minutes for such events;
- Filing all necessary statements, accounts, forms, returns and resolutions on public record at commercial registers of the relevant jurisdiction;
- Maintaining Business Licenses of the Company (including Compliance Deadline Management & Corporate Enforcement Compliance).

We make sure that Corporate Secretarial Services can help guide you through the challenges and changes, easing your administrative burden and allowing you to focus on running your business and/or on strategic priorities. Please contact us for more information or fee estimates on Corporate Secretarial Services.

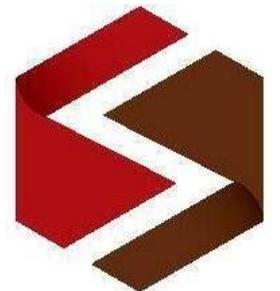


# BUSINESS LICENCES

- Certificate of Domicile (SKDP/SITU);
- Taxpayer Registration Number (NPWP);
- Trading Business License (SIUP);
- Company Registration Certificate (along with the changes and reporting);
- Oil & Gas Registered Certificate (SKT MIGAS);
- Plantation Technical Recommendation for Foreign Investment Purposes;
- Franchise License;
- Principle License & Business License from BKPM;
- Importer-Producer Identity Number (API)
- Industrial Business Permit (IUI);
- Industrial Registry Certificate (TDI);
- Tourism Business Registration Certificate (TDUP), Restaurant, Travel Agent, Event Organizer and others;
- Compulsory Manpower Report (WLK);
- License for Ecommerce & Modern Shop Business;
- Registration for Marks, Patents and other Intellectual Property Rights;
- Permit for Construction (SIUJK or IUJK);
- Disruption Dispensation permit (HO).

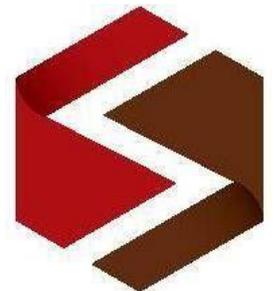
# COMPANY SEARCH

- - Company Name Search;
  - Detail of Board of Directors and Board of Commissioners of the Company;
  - Historical Memorandum or Articles of Association of the Company;
  - Shareholders list;
  - Business Licenses or Certificates of Incorporation or Official Extract verification;
  - Mortgages;
  - if it's been dissolved; and
  - Bankruptcy and/or lawsuits (Court Clearance).



# EXPATRIATE WORK PERMIT

- Foreign Workers Recruitment Plan (RPTKA);
- TelexVitas;
- The Foreign Workers Recruitment Permit (IMTA);
- Limited Stay Visa (KITAS);
- Multiple Exit / Re-Entry Permit (MERP);and
- Registration Letter (STM);
- Temporary Stay Registration Letter (SKKPS);
- Arrivals Permit Card (KIP);
- Arrival Reporting Evidence Letter (LK);and
- Business Visa Multiple Re-entry.



# OUR APPROACH

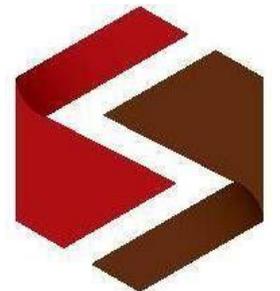
Dealing with company's administrative needs is an important requirements—to obtain legal certainty in favor of the company's survival. To keep the quality of administrative fulfillment, a company needs a specialized expert to handle it.

## **Outsource your life**

Through delegation, a company may achieve all the targets as planned. Through delegation, the company will achieve effectiveness in personal performance and efficiency in both time and cost. Delegation is often ignored because it is believed to be time and energy consuming, and they also believed they were independent to do anything. In fact, effective delegation is the best approach to achieve company's goals.

## **Right Person ForThe Right Job**

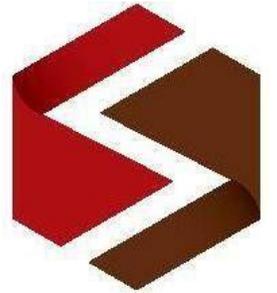
Legal process outsourcing is an effective and efficient solution in terms of delegating administration of (stewardship delegation) legal proceedings. It is Effective because the process is handled by people who are competent and understand the legal field. It is Efficient because it saves company time, consideration, energy, and cost.



# WHY SMART

SMART provide comprehensive and quality services, covering various industries, and as a professional service provider, SMART provides diversified services to meet the needs of our clients at different stages of their business development, to improve their corporate governance and to explore business opportunity in order to lay a good foundation for sustainable development.

In response to continuing worldwide interest in developing their business in Indonesia, SMART is working closely with BP Lawyers, Counselors at Law (“**BPL**”). BPL has vast experience in representing Clients in Commercial Litigation and Arbitration disputes, from single-issue injunction cases to multimillion-dollar contract disputes, including employment tribunals in the full range of individual and collective labor conflicts. Please visit [www.bplawyers.co.id](http://www.bplawyers.co.id) for more information regarding BPL.



# OUR CLIENTS

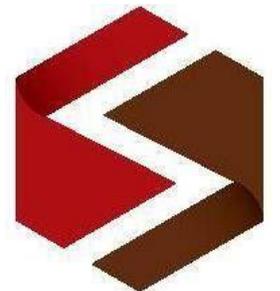


# SMART Legal Network

Established in January, 2013, **SMART Legal Network (SLN)** is an independent, Jakarta, Indonesia-based wide-full service Legal Firm. Our firm handles all matters with care and delivers the best outcomes possible to our clients with minimal delay. Through, “One-stop Legal Solution”, that is why, **SLN** has trusted brand in providing legal services in Indonesia.

Our innovative model gives our clients the flexibility to bring in attorneys who integrate with their teams and ramp up quickly for any type of project—at a fraction of what traditional law firms. We are committed to protecting your rights and addressing any concerns you may have. When you select one of our services, we will deliver dedicated, aggressive, and confidential legal advice and representation.

Remember, the right litigation and corporate attorney in Indonesia can make the right difference. Choose the right lawyer for you. Choose **SMART Legal Network**.



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support. donate. collaborate

BP LAWYERS  
Counselors At Law

Smart  
LEGAL CONSULTING

ELSON  
Expatriate Legal Solution

KD  
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