

SUMMARY OF SERVICES



LEGAL ADVISORY

PRE-INCORPORATION AND INCORPORATION LEGAL ADVICE

- Legal information on types of business structure
- Information on how to write confidentiality agreements, NDA, etc
- Advice on company incorporation and registration
- Information on employment agreement, consultancy agreement, etc
- Information on how to protect the brand, Intellectual Property (IP)
- Advice on agreement between future shareholders, SHA, etc
- Information on Terms of service, privacy policies, disclaimers
- Information on lease agreement or registered offices

TAX/ACCOUNTING ADVISORY



PRE-INCORPORATION AND INCORPORATION TAX/ACCOUNTING ADVICE

- Advice on the tax environment
- Support in understanding financial and income statements
- Provision of a list of documents required by the Ministry of Finance for tax registration including Payroll Tax, Corporate Tax, VAT, etc
- Support in understanding bookkeeping issues and preparation of yearly audit
- Support on how to declare your taxes

LICENSING SUPPORT



- Provision of all required documents to start a business available through IDAL's "Setting Up a Business in Lebanon" Guide.
- Coordination with the relevant ministries to ease administrative procedures including Ministry of Finance, Ministry of Economy and Trade, Trade Registry...etc. and provision guidance in relation to the applicable process.

