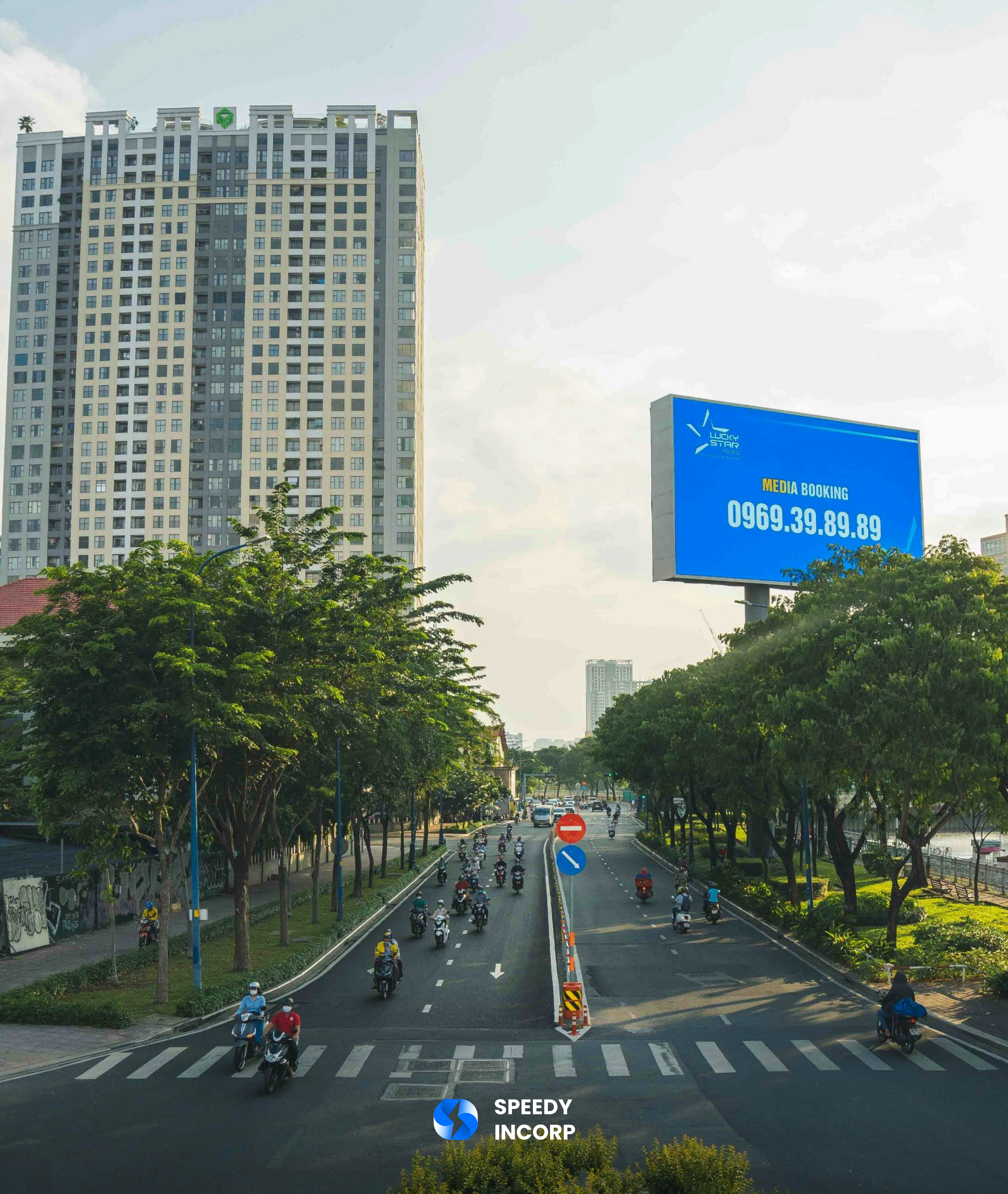
# SERVICE GUIDE VIETNAM FDI

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## Why Vietnam?

- A market of 100M+ people, growing fast
- China+1 wave & supply-chain shift
- Allows 100% foreign ownership (many sectors)
- Competitive operating & labor costs
- Benefits from FTAs (CPTPP, EVFTA, RCEP)

## Vietnam is ideal for

- Foreign firms manufacturing/distributing in Vietnam
- Businesses needing a VN entity to pay & hire
- SG/KR/JP/TW businesses expanding under China+1
- Founders needing an HK/SG ↔️ VN holding structure
- Services needing a legal presence in Vietnam

## Tax overview

**Corporate income tax:** 20% (incentives possible by sector/location)

**Foreign Contractor Tax (FCT):** Per cross-border transaction

**VAT:** 8–10%

**Personal income tax (PIT):** Per staff

**Filing:** Monthly/quarterly + annual finalization

## Annual compliance (from year 2)

- Periodic accounting & tax filing (CIT / VAT / PIT)
- Prepare financial statements
- Periodic investment reports
- Audit (if an obligation arises)

*(Speedy Incorp offers an all-in renewal package so you don't have to handle each task yourself.)*

## Required documents

| | |
|---|---|
| **Individual investor** | • Valid passport<br>• Proof of residential address<br>• Proof of financial capacity (bank statement) |
| **Corporate investor** | • Business license (consular-legalized)<br>• Latest audited financial statements<br>• Charter & legal representative details |
| **Other information & documents** | • Company name & registered business lines<br>• Planned investment / charter capital<br>• Office lease agreement |

## Processing time (20–45 business days, depending on industry & approvals)

**STEP 1**
**Structure & sector consulting**
Week 1

→

**STEP 2**
**Prepare & legalize documents**
Week 1-2

→

**STEP 3**
**Apply for IRC**
Week 2-5

→

**STEP 4**
**Apply for ERC + seal + tax**
Week 5-7

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## Service packages & pricing

| Service | FDI LAUNCH<br>From $1,900 | FDI BUSINESS<br>$2,500<br>*RECOMMENDED | FDI ENTERPRISE<br>From $4,900 |
|---|---|---|---|
| Advisory on business codes and investment conditions | ✓ | ✓ | ✓ |
| Provision of document checklists and preparation guidelines (translation, legalization) | ✓ | ✓ | ✓ |
| Drafting of business incorporation dossiers based on client-provided information | ✓ | ✓ | ✓ |
| Submission of Investment Registration Certificate (IRC) application | ✓ | ✓ | ✓ |
| Submission of Enterprise Registration Certificate (ERC) application | ✓ | ✓ | ✓ |
| Company Seal | ✓ | ✓ | ✓ |
| Corporate secretarial services (first year) | ✓ | ✓ | ✓ |
| Tax code registration and initial tax declaration | ✓ | ✓ | ✓ |
| Introduction to payment partners | ✓ | ✓ | ✓ |
| Guide to opening a DICA account | – | ✓ | ✓ |
| Advisory on required sub- licenses (for regulated sectors) | – | ✓ | ✓ |
| Guidance on electronic business identification | – | ✓ | ✓ |
| Assistance with finding a business address and reviewing lease agreements | – | ✓ | ✓ |
| Introduction to a local legal representative | – | – | ✓ |
| Work permit application (for one individual) | – | – | ✓ |
| Temporary residence card registration (for one individual) | – | – | ✓ |

## Payment terms

Two instalments — 70% to start, 30% on completion.

| 70% | 30% |
|---|---|
| **Stage 1 · On commencement** | **Stage 2 · On completion** |
| Sign the contract & initiate the file | Hand over results & documents |

*Payment by bank transfer / Visa / Master. Prices exclude bank fees and VAT (if applicable).*

## Scope of service

| Item | Included | Not included | Notes |
|---|---|---|---|
| **IRC + ERC** | Included | Fees from post-licensing changes | - |
| **Sub-license** | Advisory (Enterprise) | Application fees (conditionalsectors) | Depends on the business line |
| **Capital account opening support** | Advisory & document preparation (Business+) | Bank fees; approval guarantee | Subject to bank approval |
| **Charter capital** | Advisory on a sensible amount | Actual capital contribution | Must be fully contributed within 90 days of ERC |
| **Periodic accounting / tax filing** | - | Monthly/quarterly accounting & tax service | Quoted separately (renewal package) |
| **Processing time** | 20–45 business days | Client doc-prep & authority approval time | Depends on the business line |

### 3 important notes

1. IRC + ERC are required; some business lines are conditional and need a sub-license.
2. Charter capital must be fully contributed within 90 days of ERC issuance (Enterprise Law 2020) — get advice on a sensible amount.
3. Actual timing depends on the business line & the authorities' approval process.

## BOOK A FREE CONSULTATION

Scan QR code

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