



**PHONG &  
PARTNERS**

Tôn công lý - Trọng thiện chí



**PHONG & PARTNERS LAW FIRM**

**PROFILE**

**2023**

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**PHONG &  
PARTNERS**

Tôn công lý - Trọng thiện chí

**YOUR TRUSTED LEGAL PARTNER!**

**VISIONARY - KNOWLEDGEABLE - SOLUTION-DRIVEN**

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# ABOUT US



Phong & Partners is a dynamic and innovative law firm that offers its legal services in Danang City, Vietnam. The firm was founded by Mr. Le Ngo Hoai Phong, a highly skilled lawyer with over 20 years of experience in providing legal representation and advisory services to clients both nationally and internationally.

We are a bilingual law firm, fluent in both Vietnamese and English, comprising a team of experienced attorneys, paralegals, and an international relations consultant. Our team is committed to providing comprehensive and efficient legal services to our clients across a wide range of practice areas.

At Phong & Partners law firm, we strive to build lasting relationships with our clients founded on Trust, Respect and Innovation.





# OUR TEAM



**04** Lawyers

**01** International Relations Consultant

**01** Trainee solicitor

**10** Legal specialists

**01** Accountant



## LAWYER LE NGO HOAI PHONG

Director - Master in Law

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Lawyer - Director Le Ngo Hoai Phong is the founder of Phong & Partners Law Firm.

- Over 20 years of experience in the law profession; more than 15 years of experience in consulting and litigation to protect legal rights and interests of numerous individuals and enterprises.
- More than 15 years of extensive study and development in training programs such as: negotiating and resolving contractual disputes in commercial business; Skill of document drafting and editing in the business; labor law, intellectual property law, and laws pertaining to management.
- Many years of experience working as a Visiting Lecturer at Danang University of Architecture, as well as at the Faculty of Law of Danang Economics University.



LAWYER  
**DANG VAN VUONG**

Deputy Director

Head of Cam Le Branch

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Lawyer – Deputy Director Dang Van Vuong is a member of Phong & Partners. He has deep knowledge and practical experience in many fields.

- Specializing in legal consulting with more than 8 years of experience, especially in laws on business, investment, labor and commerce.
- Consulted many cases for domestic and FDI enterprises.
- Representing clients to negotiate and settle disputes in court in complicated cases in the fields of commerce, construction, real estate, insurance, intellectual property, administrative lawsuits...
- Experience in training skills, legal knowledge for personnel of enterprises in the Central about laws on bidding, construction, labor, drafting and resolving disputes in contract.



LAWYER  
NGO VAN BINH

Head of Lien Chieu Branch

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Lawyer Mr. Ngo Van Binh - Head of Lien Chieu Branch.

- Being a lawyer with many years of experience and extensive legal knowledge;
- Participating in counseling, representing clients in land disputes, property disputes, debt recovery, criminal...;
- Having nearly 10 years of counseling and answering legal concerns on The Danang TV Show "Television Mailbox" and "Converse with the audiences".





LAWYER  
**PHAN THUY KHANH**

Deputy Director

Head of Son Tra Branch

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Lawyer – Deputy Director Phan Thuy Khanh is a member of Phong & Partners. She is specialized in laws on administration, investment and business.

- More than 10 years in the position of director of a company specializing in law on administration, especially for corporate clients.
- More than 3 years working as a legal consultant for a Korean project investment company.
- Practical knowledge and skills in laws on business, investment and labor, especially drafting, negotiating, adjusting contracts, legal administrative and business documents in both languages English - Vietnamese.
- Consulting, completing investment project dossiers.
- Representing under authorization to resolve disputes of enterprises and individuals.



**DOCTOR**  
**RUSSELL GARY FREEMAN**

International Relations Consultant

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Russell Gary Freeman DC is a dynamic entrepreneur, corporate consultant, and academic professor with a wealth of knowledge and experience in various industries.

- Dr. Russell currently holds the position of Vice President and Director of Business Development at Kelsey Consulting M&A in Danang, Vietnam, where he plays a key role in driving business growth and development.
- As a consultant and trainer, Russell has worked with major corporations, offering advice on corporate and industrial health and safety. He brings a wealth of experience to these roles, having worked in a variety of environments, including clinical management in multi-disciplinary professional settings.
- In addition to his corporate experience, Russell is also a skilled educator, lecturer, and business trainer. He has lectured on topics such as startup business, entrepreneurship, hospitality, and cross-cultural intelligence. As a Professor of Health Science, American English Lab, and Philosophy at the American University (APU) in Vietnam, he continues to inspire and mentor students.



TRAINEE - SOLICITOR  
**NGUYEN THI DIEM PHUONG**

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Trainee-Solicitor Nguyen Thi Diem Phuong is an enthusiastic and experienced member of Phong & Partners. She worked at a branch of a reputable law firm in Da Nang in 04 years. On the path to a truly skilled lawyer, Trainee-Solicitor Nguyen Thi Diem Phuong is constantly improving her knowledge and equipping herself with necessary skills.

- Representing clients in administrative cases, administrative complaints (of which the defendant, the complained party are the state authorities), especially land field.
- Representing clients in civil cases such as inheritance disputes, loan contract...
- Participating in consulting and solving the cases involved in the administrative, criminal, civil, commercial business fields.

## HUYNH BA LE TRAM

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Legal Specialist

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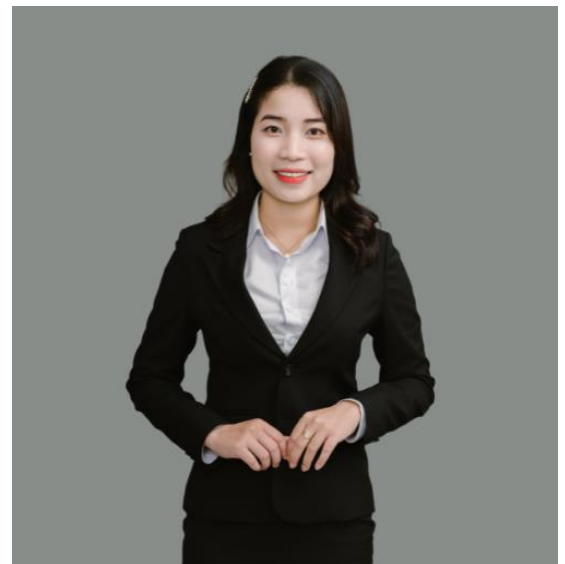




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## LE THI KIM HIEU

Accountant

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# CORE VALUES

TRUST - RESPECT - INNOVATION



Phong & Partners law firm prioritizes our core values: Trust, Respect and Innovation. These values are the foundation of our firm's identity, informing everything we do and shaping our vision for the future



# CORE VALUES

## TRUST

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We earn and maintain trust by being transparent in our actions and intentions, communicating clearly with honesty and integrity, and setting realistic expectations to ensure mutually beneficial outcomes.

## RESPECT

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We believe that every client deserves to be treated with dignity and respect, regardless of their background or circumstances. We foster a culture of mutual respect within our law firm, and we extend that same level of respect to all of our clients.



## INNOVATION

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We know that the legal industry is always evolving, and we strive to stay ahead of the curve by constantly looking for new and innovative solutions to our clients' legal problems and needs. Our team has strong analytical and creative abilities, enabling us to find novel approaches to traditional legal challenges.







# OUR CLIENTS





## VIETNAMESE COMPANY

*Our client base is diverse, ranging from individuals and small businesses to multinational, from Vietnamese companies to International companies.*



Hoi An Tourist Service Joint Stock  
Company



**TIẾN THU**

Tien Thu Co., Ltd



**EVN CPC**

Central Power Corporation



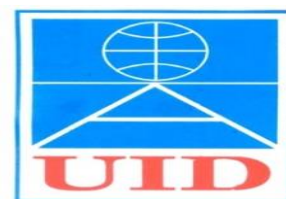
The Sunrise Bay  
Co.,Ltd



DINCO Engineering And Construction  
Corporation



Bac Trung Nam Seafood Joint Stock  
Company



QNDN Urban And Industrial Zones  
Development Joint Stock Company



Defarm Joint Stock  
Company



L.I.F.E Investment Joint Stock  
Company



Kha Tam Co.,Ltd



**PETROLIMEX**

VietNam National  
Petroleum Group

## INTERNATIONAL COMPANY

*Our client base is diverse, ranging from individuals and small businesses to multinational, from Vietnamese companies to International companies.*



Silkair (Singapore) Pte Ltd



CCI Viet Nam



Relats Viet Nam One Member  
Liability Limited Company



Pizza Vietnam  
Limited



Groz-Beckert Viet Nam  
Company Limited



Makitech Vietnam  
Co.,Ltd



Premo Vietnam Co., Ltd



FRESH EYES LIMITED  
LIABILITY COMPANY



The Fred Hollows  
Foundation

# OUR PARTNERS



Phong & Partners has an impressive list of partners that enable us to provide comprehensive legal services to our clients and bring unique expertise, experience to the table.

- Our collaboration with Police magazine and Television channel allow us to communicate, to raise awareness and educate the public effectively on legal issues.
- Our affiliation with Vietnam Chamber of Commerce and Industry (VCCI) and the Vietnam Bar Federation (VBF) provide our clients with access to a wider business network and reflect our commitment to upholding the highest standards of professionalism, ethics in the legal industry.
- Our consultant company partner brings a wealth of expertise in business management and strategy, offers expert knowledge, provides valuable insights and guidance on various legal matters.

# PRACTICE AREAS

TAX LAW

FAMILY LAW

CRIMINAL  
LAW

CONTRACT  
LAW

INVESTMENT  
LAW

REAL ESTAE  
LAW

IMMIGRATION  
LAW

EMPLOYMENT  
LAW

INTELLECTUAL  
PROPERTY  
LAW

LITIGATION &  
ARBITRATION

BAD DEBT  
& DEBT  
COLLECTION

MERGES &  
ACQUISITIONS  
LAW



**TAX LAW**

At Phong & Partners law firm, we believe in proactive tax planning to minimize the risk of unexpected tax liabilities. Our goal is to provide our clients with the best legal representation to ensure their tax compliance and avoid any unnecessary legal issues. Our practice areas in Tax Law include:

- Tax Planning
- Individual Tax
- Corporate Tax
- Transfer Pricing
- Tax Controversy
- International Tax





We understand that Family Law issues can be emotionally challenging, and we strive to provide compassionate and effective guidance to help you achieve the best possible outcome.

- Adoption
- Marriage registration
- Divorce and separation
- Child custody and visitation
- Domestic violence and abuse
- Pre-nuptial and post-nuptial agreements



## CRIMINAL LAW

Our attorneys have a deep understanding of Vietnam's criminal laws and procedures. We are committed to providing our clients with a strong and vigorous defense and guiding them through the legal process, ensuring that their rights are protected.

Appeals

Expungement

Bail application

Criminal defense

Criminal investigations



## CONTRACT LAW

Our Contract Law services are designed to ensure that our clients have access to comprehensive and practical legal advice when signing contracts. We work closely with clients to draft, review, negotiate contracts and arbitration third-party services to protect their interests and avoid disputes.

- Contract Drafting
- Contract Review and Analysis
- Contract Negotiation
- Contract Witnessing and Arbitration
- Contract Dispute Resolution





## INVESTMENT LAW

At Phong & Partners Law Firm, we deliver responsive, practical, and effective legal advice that our clients need to make informed investment decisions. Our team of experienced attorneys offers expert legal advice on investment regulations and licensing procedures in Vietnam.

Investment Advice

Investment Licensing

Investment Visa

Investment Dispute Resolution

Exit strategies



Phong & Partners Law Firm's experienced attorneys understand the legal challenges faced by expats when investing or managing real estate in Vietnam. We provide practical legal solutions that are tailored to meet our clients' needs, protect their investments, and strengthen their position in real estate transactions.

- Lease Agreements
- Property Management
- Zoning, Planning, and Land Use
- Real Estate Acquisition and Disposition
- Real Estate Development & Construction Law





## IMMIGRATION LAW

Phong & Partners Law Firm provides comprehensive Immigration Law services for expats in Vietnam, including legal advice and assistance with visa applications, work permits, and residency permits.

Visa Services

Work Permits

Residency Permits

Immigration Compliance

Immigration Dispute Resolution



## EMPLOYMENT LAW

Phong & Partners Law Firm provides the necessary support to our clients to understand Vietnamese labor laws, ensure that your employment relationships are healthy and in compliance with Vietnamese laws.

- Employee Handbook
- Employment contract
- Work Permit and Visa
- Termination of Employment
- Employment Dispute Resolution



## INTELLECTUAL PROPERTY LAW

Phong & Partners Law Firm provides customized solutions to assist our clients with registration, protection, and enforcement of intellectual property rights, such as trademarks, patents, copyrights, and trade secrets.

- Patent Registration
- Copyright Registration
- Trademark Registration
- IP Portfolio Management
- IP Infringement





## LITIGATION & ARBITRATION

Our team of skilled litigators and arbitration experts offer cost-effective solutions when disputes arise. We can provide Legal advice, representation, and support through every stage of the litigation or arbitration process, ensuring the best possible outcome for our clients.

- Case Analysis
- Court Representation
- Arbitration and Mediation
- Dispute Resolution Strategy
- Legal Strategy and Litigation Management



## BAD DEBT & DEBT COLLECTION

At Phong & Partners Law Firm, we believe that prevention is key when it comes to bad debt and debt collection. Consequently, our attorneys can conduct a full-scale review of the client's finances and identify potential risks to help them take steps to avoid getting bad debt and the corresponding legal challenges.

Bad Debt Recovery

Bad Debt Management

Credit Risk Assessment

Debt Restructuring and Workouts

Bankruptcy and Insolvency Proceedings





Phong & Partners Law Firm provides practical legal solutions to help our clients achieve their M&A goals while minimizing risk. Our commitment is to provide our clients with the expert guidance, negotiation skills, and legal representation they need to secure the best possible outcome in their mergers and acquisitions endeavors in Vietnam.

- Due Diligence
- Deal Structuring
- Regulatory Approvals
- Negotiation & Documentation
- Post-Merger/Acquisition Integration



# OUR FEE STRUCTURE

Phong & Partners law firm provides a transparent fee structure to its clients, which is based on the type of legal work required, the level of complexity of the work involved, and the time required to complete the work.

## Hourly Billing

This is the most common fee structure we offer, where clients are charged based on the amount of time spent on the case.

## Retainer Agreement

This fee structure involves the client paying a monthly or annual fee to have access to our legal services on an as-needed basis.

## Fixed Fees

We offer a fixed fee arrangement for certain types of legal services where the scope of work is clearly defined and understood.

## Performance-based Fees

In certain cases, we offer performance-based fees in which the fee is tied to the results achieved by our lawyers.



## WHAT YOU CAN EXPECT?

At Phong & Partners law firm, we prioritize English communication to ensure effective understanding of your legal issues and to provide clear explanations of the legal process, options, and advice given by our team of lawyers. With fluency in English, we make sure that expats can converse with us without language barriers and obtain the best possible legal service.

- ✓ English Communication
- ✓ Client Confidentiality
- ✓ A Focus on Results
- ✓ Expert Advice





# CONTACT US

## SYSTEM PHONG & PARTNERS LAW FIRM



## HEAD OFFICE

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# ***LET US BE WITH YOU***

*Please contact Phong & Partners to experience  
the professional legal services*





