

**Let us protect your rights**

**Dedicated legal assistance to our community**

**The International office consultants**

**Law firm profile**

## **The firm**

### **About us**

The International office consultants is an ultramodern legal practice based in Egypt having a spectrum of cross-borders practices that caters for local and Multinational corporations, financial institutions, government entities as well as private business individuals concerning their legal needs around the globe.

The International office consultants offers,

- A competitive, commendable and timely capability in legal practice as regards the commercial and corporate practices.
- An in-depth advisory and representation capability in matters of regulatory framework , subsidies and taxes, corporate secretarial and finance issues as well as anti-trust and competition .anti money laundering ,and anti-bribery matters .
- A way –in to a well of understanding and knowledge to key industry sectors including but not limited to manufacturing wildlife and tourism, infrastructure and transport, telecommunications, real estate and so forth.

We at the International office consultants put the quality of the service that we offer our clients above all else .we know that is what is important to our clients and that knowledge and execution is what sets us apart from our competition.

## **A law firm with a wealth of experience**

### **Vision**

International office consultants vision is to be the leading law firm of excellence in Egypt, delivering world class legal expertise while focusing on innovation , high professional standards and results for our clients.

### **Mission**

International office consultants' mission is to take interest in our clients, understand their business objectives' meet and exceed their expectations. We therefore, commit ourselves to:

- Provide our services diligently and with the highest level of professional integrity.
- Ensure that our clients are satisfied with our services by: treating them in a proper, fair, impartial and courteous manner, aiming, where possible to meet any exceptional needs for our clients, enhance speed, quality of our services, accuracy, efficiency and flexibility in provision of our services to our clients.
- Be a solution –oriented law firm

## **Are as of practice**

International office consultants is a one stop center for basically all the legal needs one could encounter. Quoting from our mission statement, we are a solution-oriented firm and we are geared to provide solutions for those legal needs complimentary to that ,the International office consultants is an investment firm that offers expansive possibilities for its clients. Our practice therefore is only limited to our clients, problems but also to their prosperity.

## **Real estate & construction**

We at the International office consultants understand that real estate is the main conduit of all investment needs our clients have. Our market niche is providing corporate clients, as well as individuals with coordinated, cost effective, real estate counsel across Egypt. We help our clients coordinate and manage real estate in an international market perspective as well as locally. Internationally, we manage to advise our clients through our associates and strategic partners across the globe. This ensures value for money and quality services to our clients.

With the emergence of multilateral investment agreements and availability of investment opportunities both in real estate sector and others, the construction industry has also boomed overnight.

Breakthrough attorney thus offers a steady legal bridge in between the laws, policies, stakeholders, agencies and the general public. We boast vast experience in handling construction projects and other related matters.

Our clients enjoy an assortment of our legal services across issues such as,

Advice and representation in dispositions and conveyance of real estate, property tax, investments in lands, real estate and construction litigation and arbitration, survey plans, permits and licenses etc.

## **Civil litigation and arbitration**

We possess a strong team of attorneys with both excellent litigation skills as well as expertise in the field.

Our team guarantees proper advisory and representation in litigation and arbitration, both in civil and commercial aspects. We ensure laser sharp approach to issues while providing sufficient counsel client attention and our every requisite resource to each issue.

We have extensive experience advising on large scale corporate, including class action cases, and we are renowned for our ability to represent clients on their most critical litigation issues. The firm can rapidly assemble a focused, integrated and efficient team to address all important aspects of a client's problem and to handle numerous cases in multiple forums, including international disputes.

## **Corporate commercial**

International office consultants' offers

Exceptional corporate commercial lawyers who deliver practical, proactive and commercially focused advice in Egypt as well as corporate commercial matters affecting the rest of the world.

Supporting many different types of clients, including public and private companies, investment banks, corporate financiers, venture capitalists some of which include fortune 200 companies, and private equity houses, as well as private individuals. The corporate commercial lawyers at the international office consultants are valued consistently for their expertise in handling collective investment schemes, commercial contracts and negotiation, corporate finance, corporate restructuring, joint ventures and strategic alliances.

## **Capital markets and securities**

International office consultants offers expansive resources and outreach to facilitate our clients plans and execute innovative capital markets transactions at Egypt as well as around competitive markets all over the world. Our capital markets lawyers work collaboratively with other international jurisdictions lawyers who enable us to quickly bring the right flair and finesse to every issue and provide sound advice on high stakes corporate capital induction transactions globally as well as engineer and oversee prominent domestic and cross –border listings for existing securities as well as in Ipos.

What we do is advice on stock markets trends, conduct due diligence on companies and their securities, oversee and advice on Ipos, and representing clients in litigious matters involving securities.



## **Energy, oil, gas and mining**

Egypt is home to a flurry of discoveries of energy sources such as oil, gas and coal. Also available is large deposits of precious minerals such as gold, diamond, Egypt and other valuable minerals such as uranium, iron and so forth. Couple that with the persistent energy demand in Egypt, surrounding African countries and the world in general, there

Has arisen a need for large scale investment in mining sector in general be it onshore or offshore. Currently with oil and gas discoveries in the shores and off-shores the traditional public funding has proven insufficient and current economic conditions stand to aggravate the challenges of funding this global investment necessity and hence a number of investors have sought and seek to set up shop in the country, or have their presence in the sector .

These large energy and mining investments are often cross-border and require expertise, techniques, innovation and creativity in their realization, with a need to draw on experience and best practices, as well as an ability to transpose those skills and practices to meet the demands and interests of the aforesaid investments in the norms of the country.

International office consultants can facilitate our clients to structure projects, acquire finance and implement projects and manage their investments since we have the aforesaid expertise. We recognize all the stakeholders' needs in large scale projects. with our local know-how and relationships, transactional capability and broad ranging skills in finance, corporate, tax real estate, securities, environmental and competition law. We can deliver integrated legal services that are unrivaled to assist our investing client accessing a smooth investment plan and realizing its goals. Our ultimate aim is to efficiently provide commercially effective solutions at every stage of such investments.

Our specialty include: biofuel, biofuel, carbon capture, coal, geothermal, hydroelectric, natural gas, solar, wind and waste to energy.

## **Shipping and international trade law**

Our shipping law practice embodies both domestic law governing maritime activities, and private international law governing the relationships between private entities and individuals that operate vessels on the oceans, also entails the rights, duties and relations between those individuals using such vessels for transportations of their goods as well as government agencies involved. Egypt boasts an ever growing international trade relationship with many developed countries.

International office consultants in this aspect of international trade deals with matters including marine commerce, shipping, law of the sea generally, the transportation of passengers and goods by sea, and custom permits and rules as to tariffs and related matters. We also cover many commercial actives, although land based or occurring wholly on land, that are maritime in character.

Our work includes advice to clients on interpreting the scope and applicability of Egypt's export controls, economic sanctions and determining the export and import classification of products and technologies, obtaining licenses and other authorizations, obtaining commodity jurisdiction determinations, and defending clients in tax, regulatory, be it environmental, energy administrative and criminal enforcement actions. We frequently assist clients in the development and implementation of internal compliance programs the conduct of internal investigations and the design of remedial measures (including in-house training programs).

## **Succession laws and management of estates**

We have a department composed of skilled team and expert who  
Have handled succession matters at all levels including family  
Negotiations to court litigations. Our attorneys have the requisite  
Experience in dealing with larger estates either upon probate or  
without probate. Our firm's skill set entails us providing basic and  
special services such as advising clients on matters of succession  
and estates planning, designing and management of trusts,  
charities and wakfs, drafting and keeping of wills , and related  
documents, act as trustees, executors and administrators of  
estates and trusts, as well as represent clients in matters related to  
estates.

## **Tax law**

Governments worldwide are aggressively pursuing additional revenue and crises –related restructurings pose new and difficult challenges for tax planning and dispute resolution. So does the Egypt government. At the International office consultants we understand

The business and legal intricacies of taxation especially when it involves foreign investments and have thus forged an ability to design, implement and defend tax planning structures.

We are vastly skilled in advising in direct and indirect taxation, transfer pricing, and dispute resolution. Our dedicated lawyers, consulting experts and advisers are in touch with changing tax laws, practices and dispute resolution techniques and can help design, implement, and defend tax strategies for International operations and transactions.

Our lawyers have served as trusted tax counsel to many companies and we have experienced tax litigators who can represent clients in all phases of tax dispute resolution. We also advice on tax exemptions, tax returns and assessments,

Vat, income tax and other forms of levies and duties.

## **Corporate secretarial services and support**

Our company secretarial division comprises of experienced and committed lawyers. The division provides expert advice, practical assistance and value added services to local and multinational companies, their boards of directors and managements. The division advises on company law, corporate practice and other compliance issues.

The services include: corporate advisory (services) on business structures and organizations, incorporation of all kinds of companies and other organizations such as trust bodies, nonprofit organizations and charities, partnerships etc., registration of branches of foreign companies, representative offices, associations societies, registration with the Egypt investment Centre, registration and winding up of companies, maintenance of statutory records and records books, providing business support services such as conducting searches at various registries, e.g. land and more important, handling of all matters concerning shares :e.g. allotment of shares, increase of paid up capital etc. attendance at meetings of directors and shareholders and acting as company secretaries of such companies.

## **Intellectual property law**

International office consultants provides comprehensive legal services related to registration, protection, exploitation and litigation of intellectual property rights. These include:

Trade and service marks, patents, industrial designs and copyright. Specifically on trademarks, the International office consultants recognizes that brands and trademarks are at the heart of every business. There is, therefore, need for such businesses to put in place effective and proactive trademarks clearance and registration strategies to ensure that such brands are properly protected.

To achieve this, International office consultants provides the following services: offering trademarks advice, registration maintenance and renewal of trademarks in Egypt, auditing trademarks portfolio, preparation, filing and prosecution of new trademarks applications and responses, trademarks docketing, trademarks conflict resolution, trademarks clearance searches and opinion, trademarks audits and counseling carrying out due diligence of intellectual property, handling trademarks licensing and assignment agreements, carrying out trademarks investigations,

Handling trademarks litigations at the office of the registrar of

Trademarks, the high court of Egypt and court of appeal of Egypt

Trademarks watch, unfair competition counseling and Trademarks

Acquisition and assignment.

## **Employment and labor laws**

International office consultants is aware that employment, labor and benefits issues are complex and challenging for every business more so when operations cross borders and cultures as part of a multinational presence steering safely through complicated laws and regulations in home markets and abroad is critical to maintaining a competitive advantage.

Our lawyers with solid background in labor matters and practice provide seamless and integrated advice from recruitment to retirement , to help clients anticipate and avoid problems, as well as deal effectively and sensitively with collective bargaining and works trade union issues.

We are especially well-suited to facilitate the movement of people and work around the globe from executive transfers to outsourcings as well as the implementation of global reorganizations with a specific bias on migration to Egypt at all levels of employments.

Our practice also features a package training

Programs to clients, especially on key executives and selected employees to understand their legal obligations.

## **Regulatory, anti-trust, competition and mergers and acquisitions**

Antitrust compliance is becoming more complex and costly. Coordinated investigations between local authorities are increasingly frequent and

Enforcement, more aggressive. As penalties become more punitive, the

International office consultants can help navigate shifting antitrust and

Competition policies in the country with precision and ease. We have the systems and standards and a team, which is rapidly growing in terms of advocates and consultants to carry out the most complex, compliance strategies.

We exhibit fluent knowledge of procedural rules and legal systems and our

Advocates have a good firsthand track record of dealing and achieving results in: competition investigations and inquiries, mergers and acquisitions, regulatory proceedings before the fair competition commission, the fair competition tribunal and high profile private antitrust lawsuits before the high court ( commercial division and the main division)

And the court of appeal of Egypt.

The department also houses regulatory lawyers who have offered services to a wide range of local and International clients in the area of tobacco, telecommunication, energy, water, transport, and maritime among others. We understand that compliance to the regulatory regime is important to the sustainability of business. We usually work closely with the regulatory

Authorities in identifying the specific sector risks and advise our clients on how to manage such risks. In this regard, we boast a strong relationship with regulatory authorities in Egypt.



## **Banking and finance law**

There is an exceptional volatility in the global financial system which is subjecting market participants to extraordinary risk and uncertainty.

The reassessment of risk by both lenders and borrowers has resulted in a less borrower- friendly environment and more restrictive terms in finance

Documents. Sporadic changes in

The financial, institutional and regulatory framework have transformed the way banking business is conducted and are affecting legal arrangements. We are keen to assist and swiftly advising our clients to adapt to new banking ways so as to help them to achieve their business objectives.

International office consultants has the experience and insight to help its clients navigate current financial markets in banking and finance securities. We advise on all aspects of cross border and domestic financing across a wide range of industries from manufacturing to everything in between. Our team is experienced in local and international banking and finance laws, regulations and customs. Our advocates combined have worked for and advised over 15 local and international commercial banks, investment banks and merchant banks as well as financial institutions in all matters including drafting and execution of lending and securities documents.

Local banking compliance rules and regulations, bank customer regulations, registration of securities at respective registries, and recovery and litigation proceedings at every of the judiciary system.

## **Private equity**

International office consultants has strong and dedicated private equity lawyers with vast experience in the areas of communication, energy, financial services, manufacturing, healthcare services and providers, mining & metals and gaming & hospitality among others. We possess an in-depth local knowledge and an understanding of cross border legal regimes through our associates and strategic partners across the globe. It is this global footprint which ensures that we have the resource to structure and assist our clients

On multi-million private equity deals around the world.

## **Transport**

International office consultants dedicated aviation lawyers are at the forefront of the industry providing a comprehensive legal service across finance, tax, corporate, dispute resolution and regulation to established and new entrants to the market including financiers, export credit agencies, arrangers, investors, manufacturers, airlines owners and leasing companies.

Delivering local and cross border advice and providing innovative solutions alongside associates across the globe, the firm's aviation team is at the heart of the industry combining insight and experience with technical expertise.

## **Rail and automotive**

The multi-disciplinary team Rail and automotive lawyers at the

International office consultants brings a fresh perspective to road and rail projects and transactions ranging from finance, leasing, development and regulation addressing the challenges of these markets as they continue to evolve around the world.

Our specialty includes: airports, ports & terminals, automotive,

Aviation, corporate jets, helicopters, rail, roads & bridges, transport asset finance, transport disputes in both arbitration and public forums.

**Law office**

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**'Law firm'**

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