Grant Thornton

Global

Quality

Collaboration

Tax Services Capability Statement

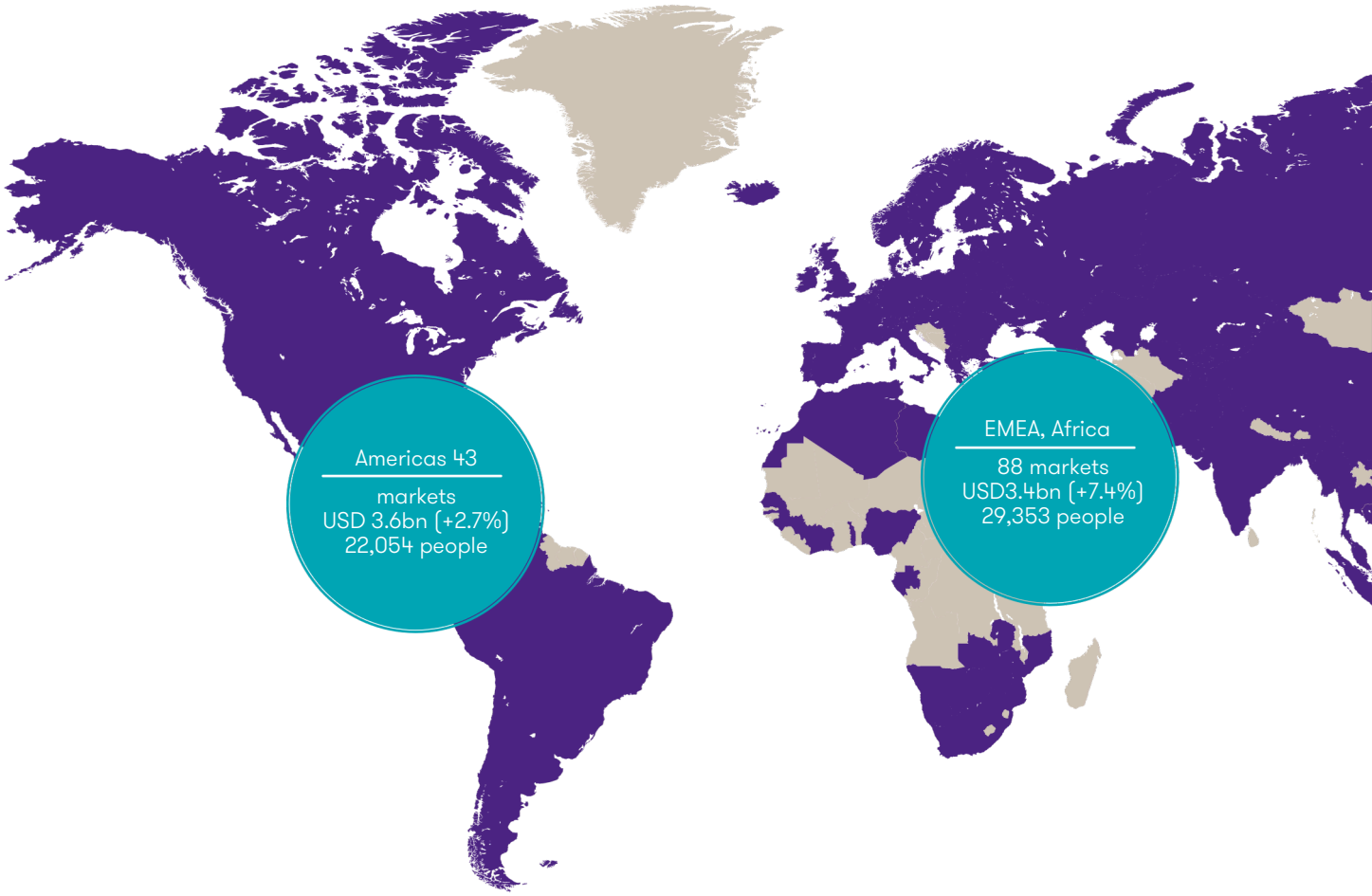
Grant Thornton Vietnam

Contents

Section	Page
About Grant Thornton	04
Your business journey and our assistance	08
Pre-establishment	10
Establishment	12
Operation	14
Growth and Expansion	16
Dissolution	18
Team Introduction	20
Connect and Collaborate Locally and Internationally	22

Grant Thornton International

We're a network of independent assurance, tax and advisory firms, made up of more than 80,000 people in 150 markets. We're here to help dynamic organisations unlock their potential for growth.



Our distinctive client experience sets us apart

USD 8.5bn (2025 revenue)

80,000+ people

750+ offices

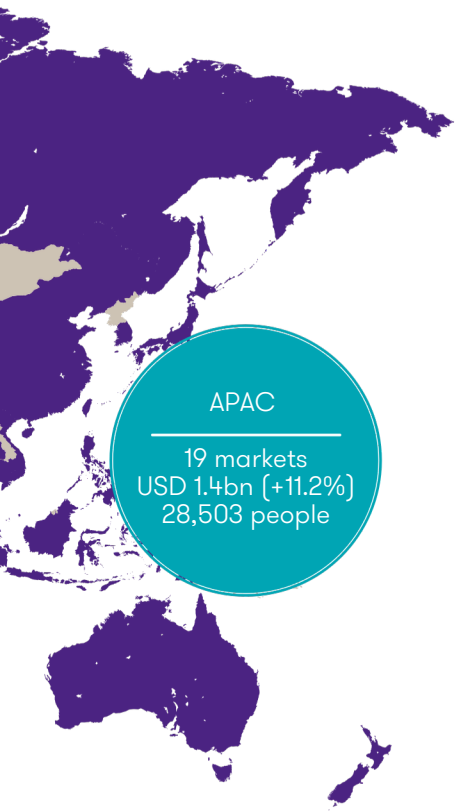
150+ markets

For more than 100 years, we have helped dynamic organisations realise their strategic ambitions. Whether you're looking to finance growth, manage risk and regulation, optimise your operations or realise stakeholder value, we can help you.

We've got scale, combined with local market understanding. That means we're everywhere you are, as well as where you want to be.

Over 80%

of clients rate us as world-class in the areas **that matter most to them**



A different way of doing business

Privately owned enterprises, listed companies and public sector organisations come to us for our global scale, quality, industry insight and deep technical expertise. But what sets us apart is our distinctive client experience which leads to more meaningful advice and a better working relationship.

2025 global revenue by service line (USD)

Greater partner attention for clients

(member firm partner to people ratio)

Grant Thornton Vietnam

We are a leading international auditing and consulting firm that provides a complete range of services including audit, tax, advisory and business process solutions services. We're here to help ambitious companies unlock their potential for growth.

Nguyen Chi Trung
Chairman and CEO
Grant Thornton Vietnam

> At Grant Thornton Vietnam you benefit from a combination of our global connections and locally developed solutions toensure that you reach your goals and achieve success in Vietnam.

- Long and strong presence in Vietnam since 1993, with offices in Hanoi and Ho Chi Minh City.
- Professional project management and risk management to ensure quality deliverables and successful establishment of any new business facility including significant involvement from experienced Partners.
- Adding value to clients' performance through profitable and functional solutions based on practical experience and local expertise.

- Approved by the State Securities Commission to provide audit services to listed companies.
- Focusing on a thorough understanding of clients ambitions, high-quality customised services and personalised relationships.
- Strategic and structured approach to deliver insightful and systematic analysis for effective, unbiased decision making.

> As an owner managed business, we understand the challenges and the keys to unlock your potential and achieve your strategic ambition in this fast growing economy.

Kenneth Atkinson
Founder and Senior Board Adviser
Grant Thornton Vietnam

Key figures and facts

33
Years in Vietnam

2
Offices in Hanoi and Ho Chi Minh City

350+
Employees in Vietnam

12
Partners in Vietnam

Certificate of merit
From the Prime Minister of Vietnam for contributing and developing Independent Auditing Services in Vietnam.

Golden Dragon Award
We were honored and recognised as a Leading Professional Firm by the Vietnam Economic Times for 9 consecutive years.

BritCham's Honorary Service Award 2021
We were recognised for our over-25-year milestone of great contribution to the British-Vietnam relationship by the British Chamber of Commerce in Vietnam.

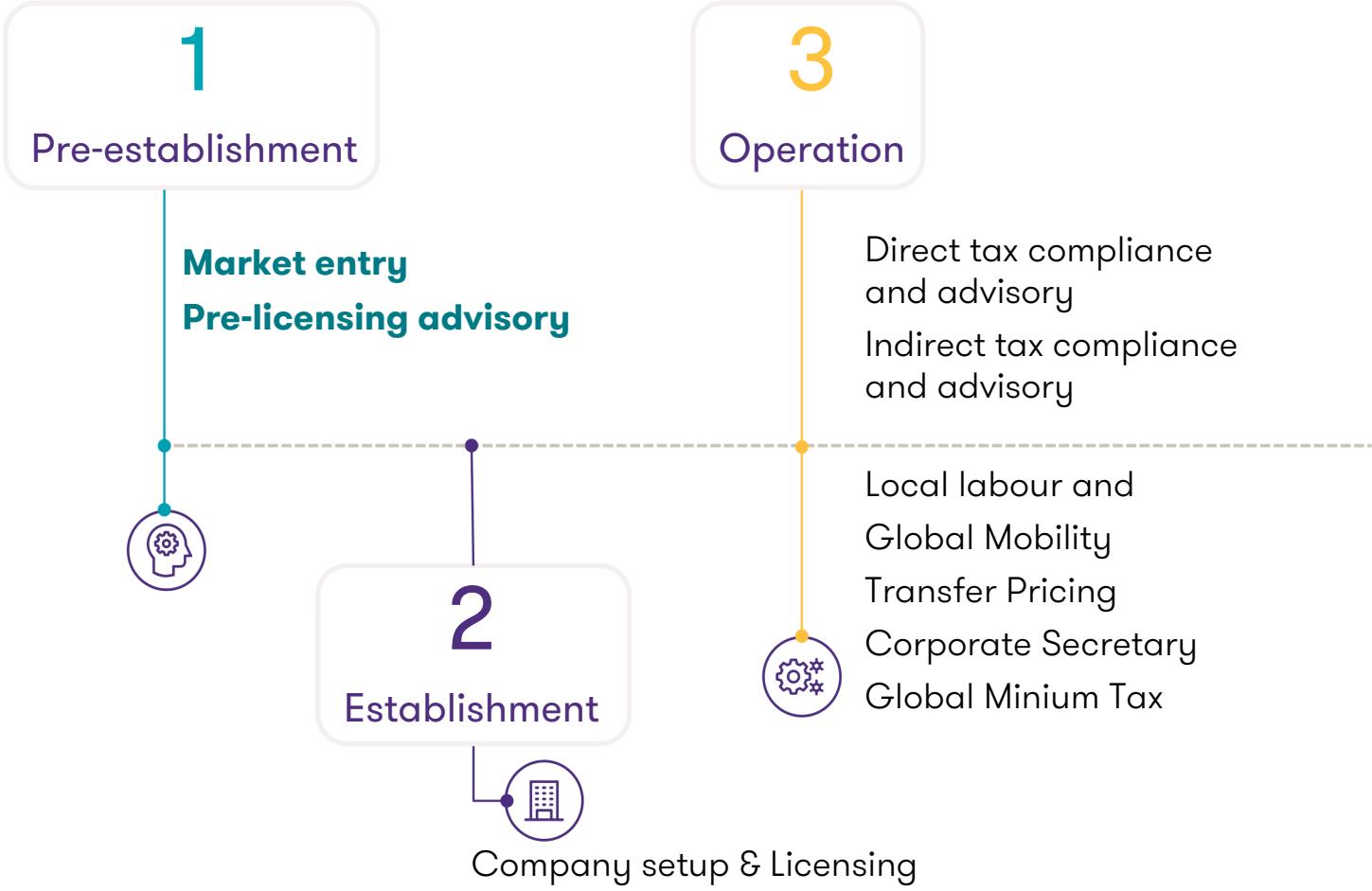
Best Companies to Work for in Asia 2021 Award
We were honored to be recognised as one of the Best Companies to Work for in Asia 2021 – Vietnam region by HR Asia Magazine.

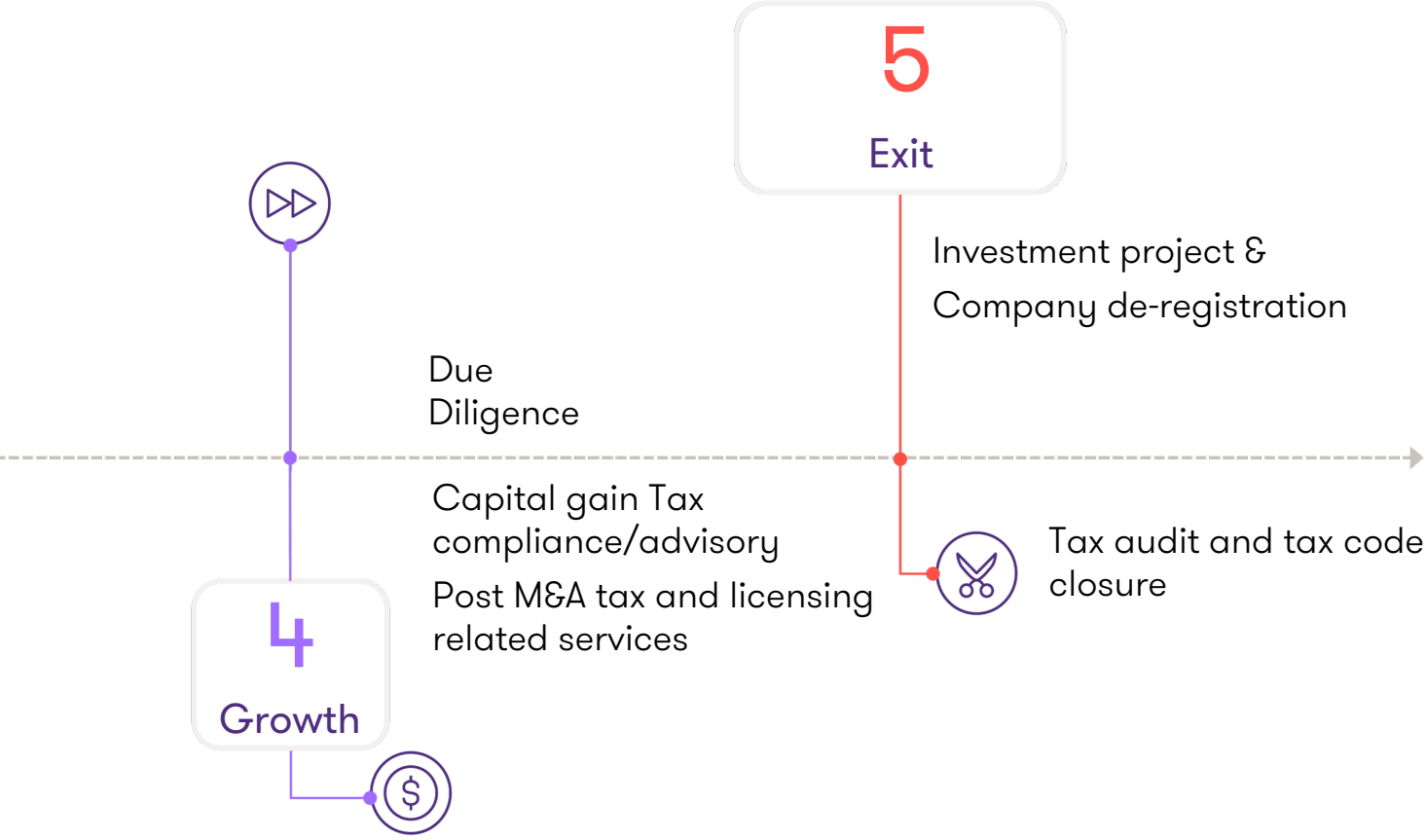
Large International client base
More than 70% of our clients are international businesses. Also, we have extensive experience in servicing Vietnamese clients.

Our services
- Audit
- Tax
- Advisory
- Business Process Solutions
- International Corporate Structuring Services

Your business journey and Our assistance

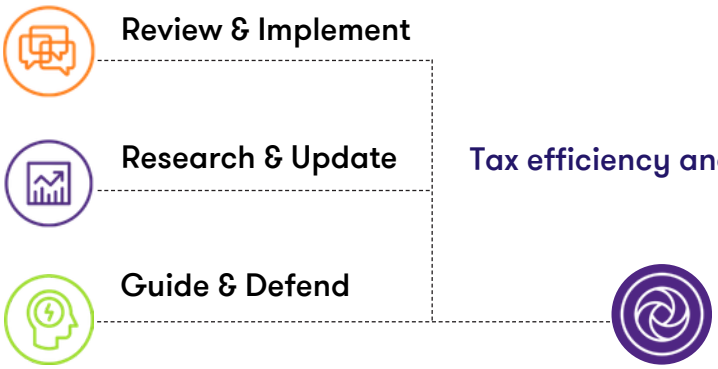
5 phases of your Business Journey & Our assistance



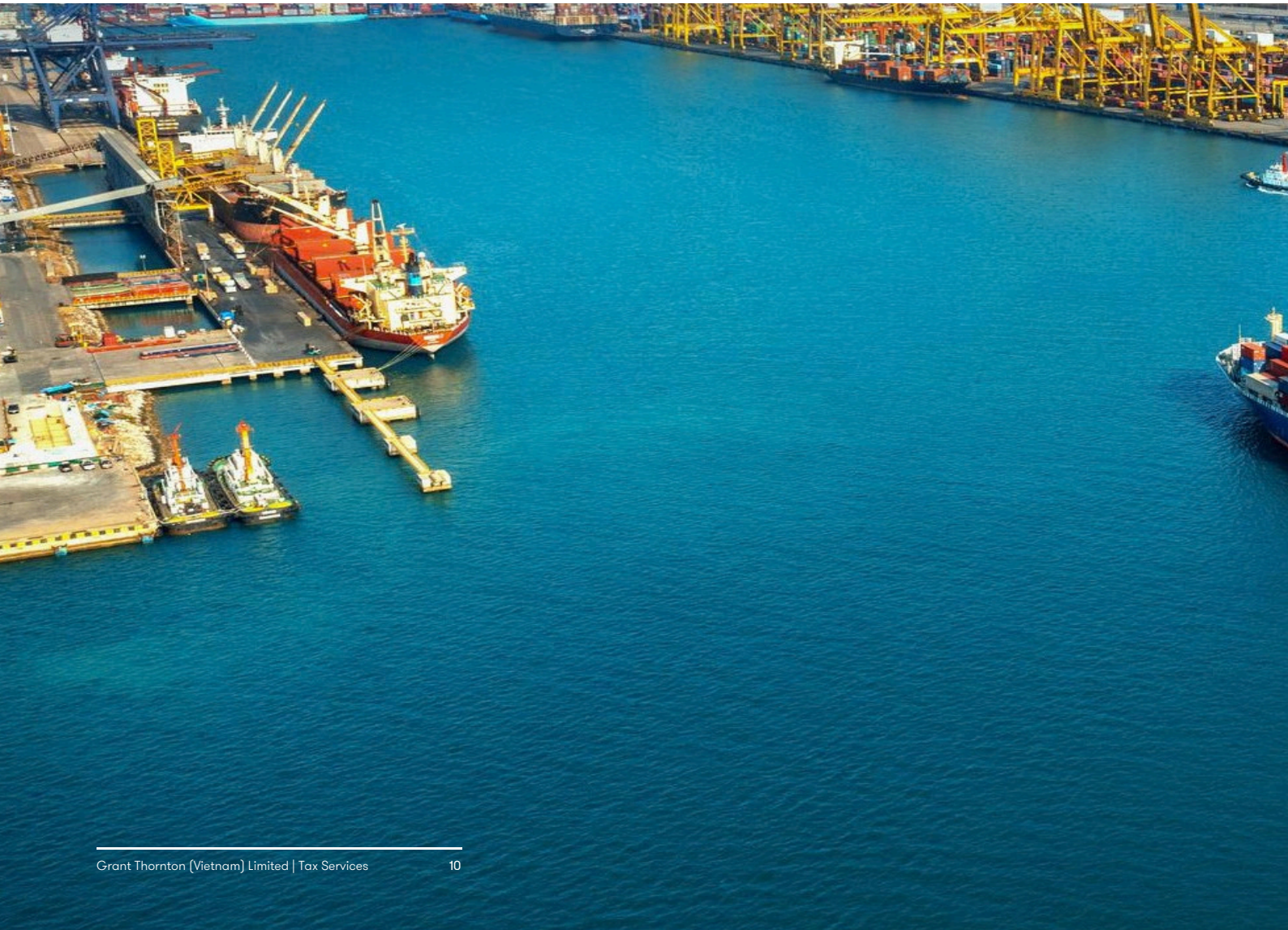


Our approaches

Our tax services help you gain trust and stay ahead, enabling you to manage your tax transparently and ethically.



Pre - establishment



Market entry & Pre-licensing advisory

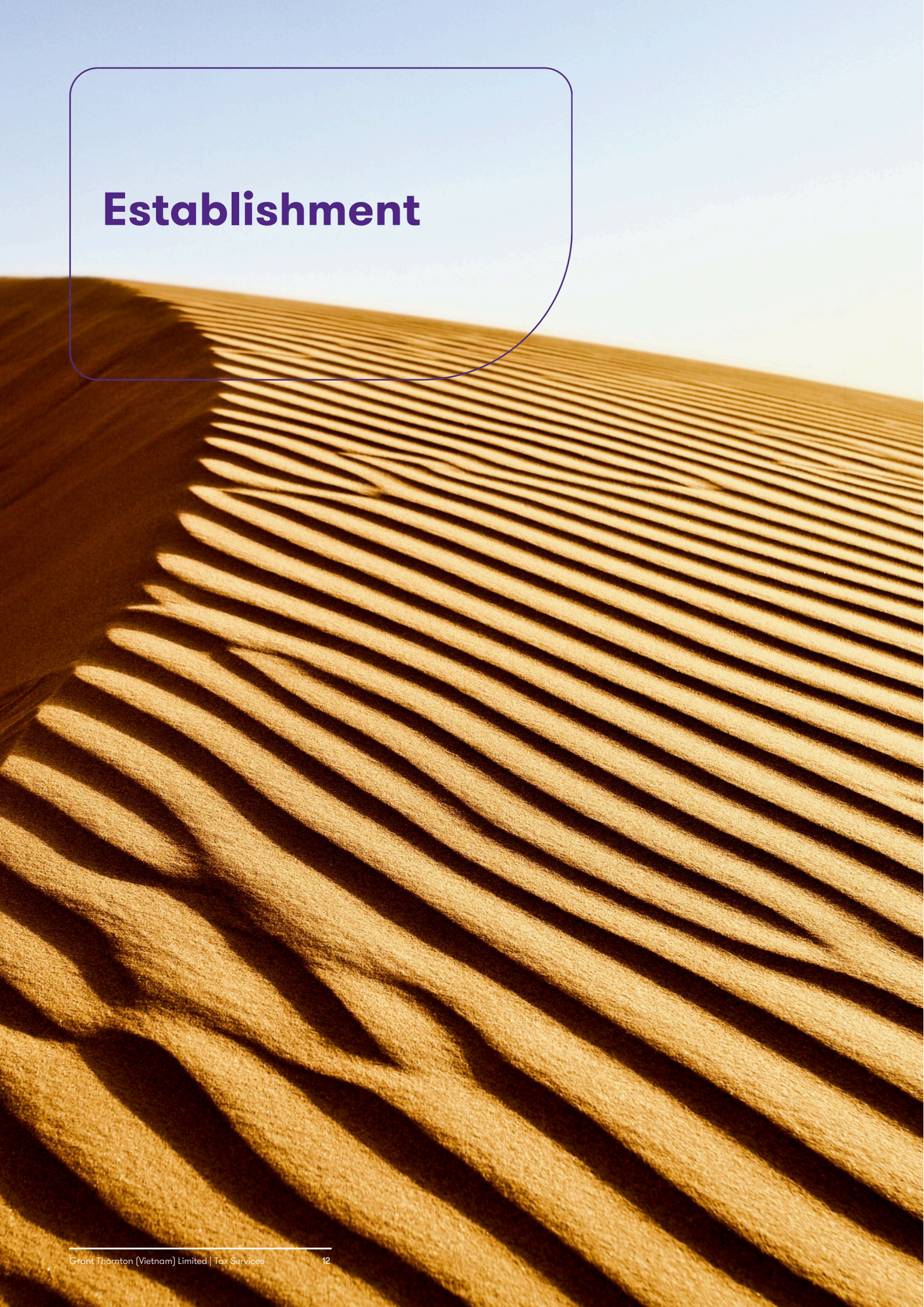
At Grant Thornton Vietnam, we provide tailored and agile solutions that address your specific business needs, enabling you to concentrate on what matters most - your core operations.

We provide a clear roadmap to support foreign investors establish and operate their businesses in Vietnam. Through our market entry and pre-licensing advisory, we help clients navigate through:

- Vietnam's dynamic business and regulatory
- environment
- Optimal incorporation options and tax-efficient
- structures
- Step-by-step incorporation procedures and timeline
  Core tax and compliance requirements
  Tax treatment of pre-establishment expenses

In addition, we can extend and customize our support into a full feasibility study, offering valuable insights through market and industry analysis to guide your investment decision-making with confidence.

Establishment



Licensing and Post-licensing

We assist clients from different jurisdictions in establishing their companies, representative offices and ensuring full compliance with statutory regulations.

LICENSING

Assistance in obtaining and amending key licenses and certificates, including:

- Investment Registration Certificate and Business Registration Certificate
- Specialized Business License and Sub-license for enterprises, especially Foreign Invested Enterprises
- Certificate on Establishment of Representative Office
- Contractor Permit, Certificate on Establishment of Project Executive Office for Foreign Contractor/Sub-contractor

POST-LICENSING

Comprehensive post-licensing support to ensure your business is fully operational and compliant, including:

- Company stamp
- Assistance in opening Direct Investment Capital Account and current accounts with commercial banks in Vietnam
- Support for personal and organizational identification authentication procedures
- Obtaining e-signature token, software for tax and compulsory insurance compliance
- Registration of FIA (foreign investment agency) account for required periodical reports

INITIAL SETUP

We assist newly established entities in completing essential tax and compliance setup procedures, including:

- Notification of depreciation method to the managing tax authority
- Setup of e-invoice and e-tax certification and notification to the managing tax authority
- Provide compliance requirements schedule and checklist
- Tax briefings covering key types of taxes and guidance on documentation for tax filing
- Assistance in identity authentication procedure for corporate and organization clients

Operation

One-stop tax services

Tax Compliance services

Our tax compliance services are designed to support businesses in meeting statutory tax declaration obligations in accordance with the Vietnamese tax regulations which are frequently updated and revised.

Our scope of services covers all taxes relevant to your business, including but not limited to:

- Preparation and review of tax returns for Value Added Tax, Corporate Income Tax, Foreign Contractor Tax and Business License Fee on a monthly, quarterly and annual basis.
- Transfer pricing compliance, including transfer pricing disclosure forms and compliant documentation (i.e. Local Files, Master Files and Country-by-coutnry profitability report).
- Global Minimum Tax compliance services.
- Tax retainer services offering regular updates on regulatory changes, second opinions on day-to-day tax matter and access to our publications, seminars, and webinar.

Payroll and labour compliance/ global mobility services

Our payroll and global mobility services help businesses manage labour, immigration and personal income tax compliance effectively. We ensure compliance with local labour and immigration regulations while supporting your businesses in optimizing tax efficiency of your workforce in Vietnam.

We also assist with expatriate transfers and employment arrangements for both foreign and local employees

- Payroll processing
- Compulsory insurance compliance, including registration, de-registration, benefit claims and related procedures
- Labour force reporting
- Tax briefings and planning
- Personal income tax filing
- Work permit, business visa, temporary residence card applications and renewals

Ad-hoc Tax & Corporate services

Our ad-hoc services are tailored to address your specific needs of your business. We provide end-to-end support – from analysing your tax position and identifying key risk areas, to implementing practical solutions and defending your position before the tax authorities. Our scope includes :

- International tax planning
- Tax advisory on tax-efficient structuring,transfer pricing, business models and transactions
- Tax and transfer pricing review and health check
- Customs and trade tariff compliance and advisory
- Tax audit support, dispute resolution
- Tax refund assistance
- Offshore loan registration and reporting
- Repatriation of funds – preparation and implementation
- Direct and Indirect Capital Gains Tax advisory

Growth

Growth and Expansion

Mergers & Acquisitions ("M&A") are useful tools for companies seeking to enter or expand in the Vietnam market. Successful deals are direct results of well-defined strategy and thorough planning - especially in cross-border deals where differing tax, financial and regulation systems can present significant challenges.
Our M&A support services are designed to assist both buyers and sellers to identify risks and optimise deal efficiency.

Assess opportunities → **Execute** → **Accelerate value**

Buy side

- Pre-investment / Re-structuring advisory
- Tax due diligence
- Tax-efficient deal structuring advisory
- Review of tax clauses in the Share Purchase Agreement
- Licensing and post-licensing services
- Implementation assistance to mitigate tax risks (from our tax due diligence report)
- Tax compliance/ Tax health check services
- Support in assets and employee transfer

Sell side

- Tax and transfer pricing health check service
- Implementation assistance to mitigate tax risks
- Tax audit assistance
- Strategic tax advisory on the deal structure
- Assistance in reviewing the Tax due diligence report prepared by the buy side
- Assistance in settlement of tax issues with advisor from buy side
- Review of tax clauses in the Share Purchase Agreement
- Assistance in Capital Gains Tax declaration

Exit

Exit or Transition

Closing a business in Vietnam involves a multi-step process that requires careful coordination across regulatory, tax, and labour-related areas. We provide comprehensive support to ensure a smooth and compliant exit.

Regulatory and licensing procedures

- Tax audit assistance related to business closure
- De-register the investment project and return Investment Registration Certificate
- Close the Company, Representative Office, Foreign Contractor with the relevant authorities

Labour - related tasks and compulsory insurance

- Notify employees and labour management authority
- Calculate and process final employee payments
- Settle outstanding compulsory insurance, de-registering, close and obtain confirmation on contribution period for employees

Tax code invalidation

- Notify tax authority of the dissolution
- Tax audit assistance Tax refund assistance
- Tax return amendments, if
- required

Tax debt reconciliation and tax clearance confirmation

- Reconcile and obtain tax clearance confirmation from tax authority
- Obtain duty clearance confirmation from customs authority

The duration of dissolution procedures can range from six months to over two years, depending on various factors such as the company's business scale, tax position, frequency of tax audits, documentation status, and the schedule of the tax authorities. Our team ensures timely and proactive follow-up at every stage to help you navigate the process efficiently.

Team Introduction

Tax Team

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Connect and Collaborate Locally and Internationally

Our services at a glance

Grant Thornton unlocks the potential for growth for dynamic organisations. This Brand Promise directly shapes our Client Promise:

- We discover what's important to our client and make it important to us
- Agile and responsive service
- Pragmatic solutions to help our clients improve and grow
- Collaborative team with a different mindset

The Grant Thornton Client Journey will include the core steps such as starting the engagement, service delivery, finalising the engagement and on- going relationships.
Being a critical part of Grant Thornton Client Journey, our Business Development Team will help to connect prospective clients with the right experts anywhere in the global and local network to provide the right support. Grant Thornton Vietnam has been recently appointed as ASEAN Business Development Project leader which will intensify the development collaboration among countries in the region.
We strive to live up to our Brand and Client promise through our well qualified people who live our firm's values.

Our Brand Promise

Our Client Promise

Our Client Journey

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Japan Desk

We provide high quality services, including Audit, Tax, Advisory and Business Process Solutions for Japanese clients in Vietnam. Our Japan-focus for Vietnam was established in 2014 in both Hanoi and Ho Chi Minh City to serve as a bridge with Grant Thornton Japan. They consist of Japanese staff and many Vietnamese experts.

There are full-time basis Japanese professionals or Japanese speaking professionals in our Japan Desk in Vietnam and 21 other locations in 16 countries (Australia, Brazil, Cambodia, China, France, India, Indonesia, Ireland, Malaysia, Mexico, Philippines, Singapore, Taiwan, Thailand, UK, USA, Vietnam). We have bilingual professionals who speak Japanese and English, Chinese, Spanish etc.

As we are "One firm", Grant Thornton Vietnam and Japan support your business under the slogan of Seamless Services in a Timely Manner.

One-stop Service

Having various experts, we can provide a One-stop Service, including Transfer Pricing, Corporate Finance Advisory and other Advisory Services.

How can we support:

- High qualityprofessional services in Japanese
- Timely communication with the local experts
- Local compliance in doing business in Vietnam
- Merger & Acquisition service, particularly in Due Diligence (sell side or buy side)

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Korea Desk

OurKorea desk in Vietnam has been established since 2019 to serve the Korean clients. Our Korean team consisting of Manager and staff will work with our member firm, Grant Thornton Korea (DaeJoo), if necessary, to provide the distinctive and differential client experience service. Our services are included: Audit, Tax, Advisory and Business Process Solutions.

How can we support:

- Grant Thornton professional services in Korean language with Korean experts
- Strong network with Korean law firms and financial institutions
- Agile responses for local compliance matters
- Tax and accounting updates in Korean language

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China Desk

Growing abusinessbeyond yourcountry's borders requires extensiveresearch, planning, preparation and good execution.

Cross country businesses are increasingly common. However, differences in legal frameworks and business cultures between nations possess challenges for businesses. To overcome the challenges brought about by the differences as well as to avoid adverse effects on business success, we fully understand and observe these differences and practices. This is where the Global China Service Group from Grant Thornton can support you.

With our rich industry knowledge, experience in tax, audit and advisory services, our dedicated team of bilingual specialists and the global Grant Thornton network, we can provide advice to guide you through your market strategy. We help to navigate the challenges faced when operating in Vietnam and therefore help you succeed.

24
member firms

40+
offices

120+
people

How can we support:

- Advise on marketentry
- Advise on tax efficient business model
- Advise on cross border transactions
- Analyse the benefits of available tax treaties

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