

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	Permit to Stay for Foreign Investor	
Type of formality	Permit	
Formality Code	Date of last modification	Responsible Authority
MoPS-DFC-3	10.11.2017	Foreign Control Department

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	All sectors
Purpose for enforcing the business formality	Issuing this Formality to monitor, manage, supervise and collect statistics of all the foreigner who is residing in Lao PDR.
Who should complete this business formality?	Any foreigner who intends to invest and carry out business as well as reside in Lao PDR temporarily for certain period of time.
The formality has online information?	NO
Link to online information	
The formality has an application form?	YES
Any additional comment concerning the formality	The enterprise of the investor who intends to apply for this Formality shall submit the request letter to the Investment Promotion Department, Ministry of Planning and Investment and the Investment Promotion Department will issue the cover letter further to this Department.

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	3	The relevant legal act does not define the review period but the authority informed that the normal review period shall not exceed 3 working days
Qualifications needed by the business to get the formality	1. The enterprise of the investor shall be legally established under Lao PDR laws and shall get the confirmation letter from Investment Promotion Department; 2. The applicant shall be listed as the managing director or the shareholder under the Enterprise Registration Certificate or the Articles of Association; 3. The applicant shall have a passport with validity period of more than 6 months.	
Is there any reason for the authority to deny	Deny in case that investor has bad track record or is listed in the blacklist or subject to any dispute / case or the applicant do not have the required	

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REQUIREMENTS AND SUPPORTING EVIDENCE	
the issuing of the formality?	qualifications.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	60
What is the process and conditions to renew the formality?	The investor that invest in Lao PDR for a long term and has entered into the investment agreement with the government shall get the Formality with the validity from 6 months to 5 years; provided that the renewal shall be undertaken 15 days prior to the expiration.

ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	100000.00	1220000.00	5000.00	1325000.00
Comments	Reference: Presidential Edict No. 03/PR			

RENEWAL FEES				
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
YES	100000.00	1220000.00	5000.00	1325000.00
Comments	Reference: Presidential Edict No. 03/PR			

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Entry-Exit and Management of Foreigners in Lao PDR	59/ສພຊ	26.12.2014	ມາດຕາ 34

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REQUIRED DOCUMENTS	
Document Name	Comment
Copy of Passport	
Visa for Investor (NI-B2 or I-B2)	
Photograph	
Certificate of Annual Tax Payment	ສະບັບສໍາເນົາ
Certificate for Enterprise Registration of Company Limited	ສະບັບສໍາເນົາ
Request Letter	ໃບສະເໜີຈາກກົມສົ່ງເສີມການລົງທຶນ

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016		

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document
Application form	Application form	5a02ca5c4a038.pdf
Example of Stay Permit for Foreign Investor	Example of resolution	5a43407fd5926.pdf