

**Datasheet for business formalities.**

**Technical Assistance for Business Regulation Review and Rationalization in Lao PDR**

REGISTRATION DATA		
<b>Name of formality</b>	<b>License to Establish a Printed Advertisement Design Shop</b>	
<b>Type of formality</b>	License	
<b>Formality Code</b>	<b>Date of last modification</b>	<b>Responsible Authority</b>
MolCT-PD-8	16.11.2017	Publication Department

BACKGROUND DATA	
<b>Means of presentation</b>	At the Authority Offices
<b>Specific sector linked to the formality</b>	J - Information and communication
<b>Purpose for enforcing the business formality</b>	In order to ensure that the advertisement shop will not design the advertisement that is exaggerated, that have the risk of impairing the national interest or good norm of the society.
<b>Who should complete this business formality?</b>	Any person or legal entity that intends to establish the printed advertisement design shop that will design the original prototype and print on paper, clothes, vinyl, plastic or other materials for advertisement purpose.
<b>The formality has online information?</b>	NO
<b>Link to online information</b>	
<b>The formality has an application form?</b>	YES
<b>Any additional comment concerning the formality</b>	

REQUIREMENTS AND SUPPORTING EVIDENCE	
<b>Time it takes to the authorities to process the formality</b>	15
<b>Qualifications needed by the business to get the formality</b>	1. Having sufficient and appropriate location, vehicle, technical equipment and capital to guarantee their operation; 2. Having qualified technical staffs with printing expertise.
<b>Is there any reason for the authority to deny the issuing of the formality?</b>	In case of the applicant does not have the required qualification or does not meet the required conditions.

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RENEWAL INFORMATION	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
YES	12
<b>What is the process and conditions to renew the formality?</b>	

ISSUING FEES				
<b>Has application fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Application fees businesses need to disburse</b>	<b>Total fees businesses need to disburse</b>
YES	0.00	50000.00	10000.00	60000.00
<b>Comments</b>	Reference: Presidential Edict 03/PR			

RENEWAL FEES				
<b>Has renewal fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Renewal fees businesses need to disburse</b>	<b>Total renewal fees businesses need to disburse</b>
YES	0.00	50000.00	10000.00	60000.00
<b>Comments</b>	Reference: Presidential Edict 03/PR			

LEGAL FRAMEWORK			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
Law on Publication	05/ສພຊ	09.12.2008	Part II Article 12
Order on the Management of Design of Printed Advertisement	327/ຖອ	05.05.2010	Chapter 3 Article 9 - Article 11

REQUIRED DOCUMENTS	
<b>Document Name</b>	<b>Comment</b>
Certificate to confirm Land Ownership	

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<b>REQUIRED DOCUMENTS</b>	
Feasibility Study	
Copy of ID card or Family book of Managing Director	1 version
Criminal Certificate	1 version
Education Qualification Evidence	1 version
Photograph of the Managing Director	2 photograph side 3x4
Curriculum vate	1 version
Address Certification	1 version

<b>STATISTICS (Issue or/and renewed number)</b>		
<b>Year</b>	<b>Issued</b>	<b>Renewed</b>
2017	0	3
2016	0	1

<b>LIST OF ATTACHED DOCUMENTS</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
Application form	Application form	59a922b8d1aac.pdf