

intoSA

Safe and Successful in Africa!



ePROFiLE

"20 Years of Legal Advice in Sub-Saharan Africa"

The Company



Headquartered in Gauteng, South Africa, INTO SA is the leading foreign corporate legal advisory firm with branches in South Africa, Germany, South Korea and Tanzania. Since 1995 INTO SA has offered integrated, comprehensive, multi-sector assistance and practical advice for international companies and their activities in sub-Saharan Africa. Efficiency, integrity and transparency compliment the international experience of almost two decades in Africa.

The foreign corporate as well as private clients receive professional support to realise their goals in sub-Saharan Africa with the help of an experienced team of advisors consisting of German, Angolan, Namibian, Zimbabwean, Spanish, Italian, Portuguese and Argentinian as well as South African lawyers, economists, bankers and analysts.

At INTO SA we pride ourselves in guiding and advising its clients with regard to any planned activity in sub-Saharan Africa. With a holistic approach we assist in setting up businesses and tax registration, applying for immigration visas, the drafting of all legal documents, facilitating Government Grants and BEE Certificates, obtaining Reserve Bank approvals and Licenses in all business sectors as well as assisting with importing goods.

INTO SA has gained interdisciplinary knowledge and can offer specialised assistance in sectors such as Renewable and non-Renewable Energy, Hospitality, Automotive, IT and Manufacturing as well as Agriculture, Engineering, Education and Infrastructure. We have also built a reliable sub-Saharan Network in this regard.

INTO SA offers swift and sustainable solutions in all business and private matters, offering a broad spectrum of specialised service packages in cooperation with our national and international contacts and network partners as well as in depth market intelligence and the assistance with placing products.

The Services

Immigration

- Consultation concerning applicable residence applications
- Guidance throughout the process, providing relevant documents, drafts and information
- Close supervision of the timeframe in respect to the client's individual needs
- Compiling applications and business plans, further correspondence
- Coordination of necessary translations of personal and official documents
- Placement of advertisements, if required
- Obtaining letters of recommendation by DTI, DoL, TISA and WESGRO, SAQA certificates as well as Benchmarking Reports

Company Set-up

- Advice on suitable type of Company, Trust or other Corporate Structures
- Incorporation of Private, Public and Non-Profit Companies
- Business name search and reservation
- Drafting of company documents and contracts
- Change of Directors, Shareholders, Auditors, Members and other Registration Details
- Legal Due Diligence and Background Checks on Companies and Individuals



Legal Consulting

- Consulting in respect of German, South African and Sub-Sahara African Law
- Advice in respect of Black Economic Empowerment, CEE or Indigenisation Laws
- Drafting of contracts in German, English, Portuguese, Spanish, Italian and French
- Negotiations and communication with business partners, representatives and legal advisors
- Drafting of supplementary legal documents such as Powers of Attorney, Affidavits, Acknowledgements of Debt and Undertakings

Public Registrations

- Income Tax, Value-added Tax, Employee Tax (PAYE)
- Import and Export Licenses
- Chartered Accountants and Public Officers
- Unemployment Insurance Fund (UIF)
- Skills Development Levy (SDL)
- Workmen's Compensation
- Construction Industry and Development Board (CIDB)
- Professional Bodies and Sector Education Training Authorities (SETA)

Government Grants

- Information on available Grant Programmes
- Assessment of Qualification for Grants
- Draft of Application under the applicable Grant Programme
- Application Monitoring and Communication with relevant Authorities
- Appeals and Motivation Drafts



Indigenisation and Local Economic Empowerment such as B-BBEE

- Analysis of company structure and compliance possibilities
- Draft of BEE Strategies and Handbooks
- Advice on possible recognition levels through accredited Verification Agencies
- Report drafting on possible implementation of changes in company to reach compliance
- Facilitation of FICA (KYC) and Tax Clearance
- Facilitation of BEE / CEE Verification and Certification

Serviced Office Space for Start-Ups (eOFFICE)

- Physical Registered and Business Address
- Work Station with InterNet Access and Telephone
- Dedicated Telephone Number with Reception Service
- Receipt of Post and Transfer via Post or Email
- Usage of Boardrooms, Interactive White Boards

Market-Analysis

- Legal Statutory Environment of Target Market(s)
- Analysis of Target Market(s)
- Overview over Competitors in specific markets
- Development and Adjustment of Market Entry Strategies
- SWOT Analysis for Products and Projects

Business Facilitation into Sub-Saharan Africa (eAFRICA)

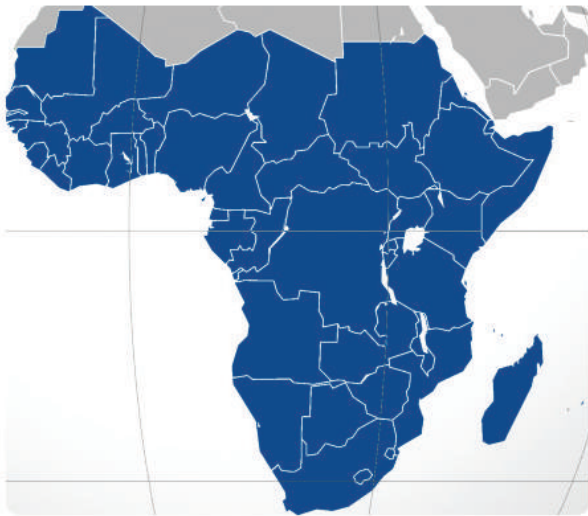
- Analysis of Target Market(s) in sub-Saharan Africa
- Representation of Company in Target Country
- Introduction to Government Representatives
- Facilitation of Tender or Partnership Participation
- Draft of required documents for engagement in Target Country
- Legal Assistance and serviced office space in Target Country (eOFFICE)

Other Services

- FOREX Advice and Reserve Bank Approvals for Foreign Loans
- Access to Banking Facilities through FNB and SasFin as Banking Partners
- Licensing (Business, Food Products, Hospitality, Liquor, IPP)
- Protection and Registration of Intellectual Property Rights
- Credit and Financial as well as Legal Background Checks
- Registered Agency as Importer with SARS

"Even a journey of 1000 miles begins with the first step."

Laotse



Why INTO SA?

In a holistic approach INTO SA advises its clients on all legal, financial and economic matters in sub-Saharan Africa; interdisciplinary and supported by a comprehensive network of experts – in-house and external. INTO SA's team of legal advisors, business economists and business bankers is an experienced and competent partner for international companies as well as private clients in terms of legal, economic and financial questions and challenges and is not limited by language, sector or destination in sub-Saharan Africa. Its broad base of core competences eliminates implementation risks and guarantees a harmonised market entry in all aspects of conducting business and corporate governance.

INTO SA Memberships

South African Netherlands Chamber of Commerce (SANEC)
Southern African - German Chamber of Commerce (SAGC)
Spanish Chamber of Commerce in South Africa (SCC)
Nordic-South African Business Association (NSBA)
South African Photovoltaic Association (SAPVIA)
Swiss Chamber of Commerce (SwissCham)
Business Network South Africa (BNSA)
Austrian Business Chamber (ABC)





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*Your Foreign Corporate Legal Advisory Firm
for sub-Saharan Africa specialising in
Corporate Law, Immigration, Licenses and Tax
Registrations as well as BEE / CEE Advice, Government
Grants and serviced Office Space.*

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