**Business license application for foreign invested businesses importing or distributing lubricating oil and grease**

**I. Information:**

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| **Field:** | International commerce |
| **Agency in charge** | [Industry and Trade Department](http://tthc.thuathienhue.gov.vn/Content/Thutuc/donvi?iDonVi=17) |
| **Competence agency** | [Industry and Trade Department](http://tthc.thuathienhue.gov.vn/Content/Thutuc/donvi?iDonVi=17) |
| **Receiving unit** | Thua Thien Hue Public Administrative Services Center  Address: 1 Le Lai street - Hue city (Tel: 0234.3856868) |
| **Receiving time** | Monday to Saturday (except holidays and leave days as regulated) |

**II. Procedure**

**-**  Foreign-invested business applying for business license sends 2 sets of dossier to Industry and Trade Department in person, via postal services or online public services system.

- In case documents are not fully provided and valid, the Industry and Trade Department informs the organizations or individual within 03 working days. The time in which the dossier is revised is not included in the processing time.

- Within 10 working days since the full dossier is received, Industry and Trade Department considers whether the foreign-invested business meet conditions prescribed or not.

+ If the Industry and Trade Department refuses to issue the business license, a written refusal should be made.

+ If the foreign-invested business fulfills conditions, Industry and Trade Department sends Industry and Trade Ministry the dossier and a written document asking for opinion.

- Within 15 working days since Industry and Trade Ministry received the dossier, the Ministry base on Article 10, Decree No. 09/2018/ND-CP for approval. If not, a written refusal should be made.

- Within 03 working days since Industry and Trade Department received the written approval from Industry and Trade Ministry, the department issued business license. If Industry and Trade Ministry rejects, Industry and Trade Department has a written refusal made.

**III. Dossier**

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| **Document** | **Number** |
| A statement as regulated on Clause 2, Article 12, Decree No. 09/2018/ND-CP dated January 15, 2018 of the Government | Original version: 2  Copy: 0 |
| Business registration certificate | Original version: 0  Copy: 2 |
| Certificate certifying investment registration for projects on goods purchase and other fields directly related to goods purchase (if any) | Original version: 0  Copy: 2 |
| Document proving no overdue tax debt issued by tax authority | Original version: 2  Copy: 0 |
| Application for business license (form 01 attached with Decree No. 09/2018/ND-CP dated January 15, 2018) | Original version: 2  Copy: 0 |

**III.** **Requirements:**

- Have a financial plan when applying for a license.

- Have no overdue tax debt if the business has already operates more than 01 year.

+ Meet the following conditions:

+ Comply with sectorial law;

+ Comply with the competitiveness of domestic businesses working in the same sector;

+ Provide jobs for domestic employees;

+ Be capable of contributing to the State Budget.

- The foreign invested business operates in one of the following fields:

+ Produce lubricating oil/grease in Vietnam;

+ Produce of be allowed to distribute machines, devices, goods which use specific kinds of lubricating oil/grease.

**V. Legal evidences:**

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| **Legal documents:** |
| Law 36/2005/QH11 |
| Law 05/2017/QH14 |
| Law 67/2014/QH13 |
| Law 03/2016/QH14 |
| Decree No. 09/2018/ND-CP |