

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom – Happiness

Location, *date (dd/mm/yyyy)*...

**NOTICE OF TERMINATION OF OPERATION OF
REPRESENTATIVE OFFICEIN VIETNAM**

To: (name of Licensing Authority)

Trader's name: (write in capital letters of the trader's name in English).....

Name of Representative Office in Vietnam: (in capital letters name of Representative Office in Establishment License):

Establishment License of Representative Office No:..... Date of issue.../.../...

Representative office's head office address: (writing the location where the representative office is located according to the establishment license):

Phone No.: Fax: Email:Website: (if).....

Term of operation: from date....month....year.... to date.....month.....year...

¹¹Notification of payment (or unpaid) of debts and performance of other obligations related to the termination of operation of the Representative Office.....:

1. Taxes:.....
2. Social insurance:.....
3. Other amounts:.....
4. Other obligations (if any):.....

Request to terminate the operation of Representative Office in Vietnam:

Frommonth.....year.....

Reason for termination of operation:

Enterprise's commitment:

1. Be responsible for the truthfulness and accuracy of the content of this Notice.
2. Strictly abide by the provisions of Decree No. 07/2016/ND-CP, Vietnamese law related to the termination of operation of representative offices of foreign traders in Vietnam./.

*Authorized representative of foreign traders
Sign, write full name and seal (if any)*

Explanation:

¹¹ In case of termination of operation due to relocation of the representative office's headquarters in Clause 1, Article 18 of Decree No. 07/2016/ND-CP, this content is not required to be declared.