



/2025

REGULAR CONSULTING SERVICE

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/cdlaflawfirm

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ABOUT US



REGULAR CONSULTING

With our regular legal advisory services, CDLAF ensures that your business remains fully updated and compliant with the latest legal regulations. We provide comprehensive legal solutions, including contract advisory, dispute management, and assistance in resolving arising legal matters. Backed by a team of highly experienced lawyers, we are committed to supporting your business in all situations — safeguarding your legal interests and enhancing operational efficiency.

Let CDLAF be your trusted partner on the path to safe and sustainable growth!



**“Not just consultants
CDLAF becomes a part of your journey.”**

With our Regular Legal Advisory (In-house Counsel) Service, CDLAF integrates as your professional legal department — optimizing legal outcomes without adding internal headcount.

02

**REGULAR CONSULTING SERVICE
AT CDLAF**

REGULAR CONSULTING SERVICE AT CDLAF

IN-DEPTH LEGAL CONSULTING

We provide comprehensive, timely, and practical legal advice across a wide range of areas to meet the diverse needs of businesses:

- Legal advisory on corporate governance, organizational structure, internal restructuring, mergers and acquisitions (M&A);
- Legal advisory on labor relations, employment contracts, employee rights and obligations, and resolution of labor disputes;
- Legal advisory on tax and accounting matters, including compliance review and tailored solutions to meet legal requirements on tax and accounting;
- Legal advisory on contracts: commercial, employment, service, and other types of legal agreements;
- Legal advisory on other matters related to intellectual property, commercial disputes, real estate law, and legal issues arising in day-to-day business operations.

LEGAL DOCUMENT REVIEW AND REVISION

We support the review, revision, and completion of internal documents to ensure legal compliance, transparency, and the protection of our clients' interests:

- Reviewing contracts, appendices, meeting minutes, memoranda of understanding, official letters, and other legal documents across various areas such as labor, commerce, corporate affairs, and marketing;
- Examining internal governance documents including company charters, labor regulations, internal policies, and operational procedures;
- Proposing revisions and additions to key provisions to minimize legal risks and maximize the protection of client interests;
- Participating in meetings with clients to clarify reviewed content, provide legal advice, and finalize necessary amendments.

LEGAL RISK MANAGEMENT

Effective risk management is the foundation for sustainable business growth.

CDLAF supports clients in building a robust legal risk control system through:

- Legal risk assessment: Reviewing contracts and internal processes to identify and analyze potential legal risks;
- Designing policies and risk management procedures tailored to the specific operations of the business;
- Internal training to raise employee awareness of legal regulations and improve risk-handling skills;
- Advising on dispute resolution strategies to safeguard the company's legal rights and reputation in the event of a dispute.

REGULATORY UPDATES & INTERNAL LEGAL TRAINING

Effective risk management is the foundation for sustainable business growth.

CDLAF helps clients build a solid legal risk control system through:

- Legal risk assessment – Reviewing contracts and internal processes to identify potential risks;
- Policy & procedure design – Developing risk management policies tailored to business operations;
- Internal training – Raising employee awareness of legal regulations and risk-handling skills;
- Dispute resolution advisory – Protecting legal rights and business reputation when issues arise.

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FLEXIBLE FEE MODELS
—
**BUDGET-FRIENDLY,
TAILORED TO YOUR NEEDS**

At CDLAF, we offer a variety of flexible legal service packages tailored to meet the diverse needs of businesses. Our pricing models are designed to adapt to the scope, frequency, and nature of each client's legal requirements.

FLAT-RATE LEGAL PACKAGE:

Under our fixed monthly fee package, clients enjoy unlimited access to legal consulting services. This model is particularly suitable for businesses with ongoing legal needs, offering cost predictability and eliminating unforeseen legal expenses.

PROGRESSIVE PRICING PACKAGE:

Fees are adjusted up or down according to the volume of legal requests each month. This model is ideal for businesses with fluctuating legal needs, offering flexibility and cost control during high-demand periods.

FLAT-RATE LEGAL PACKAGE:

Fees are charged according to actual consulting hours on a monthly or quarterly basis. Ideal for companies with irregular or project-specific legal demands, this model provides maximum flexibility and cost-efficiency.

FLEXIBLE CONSULTING METHODS:

At CDLAF, we understand that every client has unique needs and working conditions. That's why we offer flexible legal consulting through various channels — including email, phone, written correspondence, or in-person meetings.

03

**HOW
WE DO IT**

HOW WE DO IT



RECEPTION & EVALUATION

Upon receipt of a consultation request, our dedicated personnel will assess the complexity of the matter, identify any additional information required, and inform the client of the estimated response time.



CONSULTING

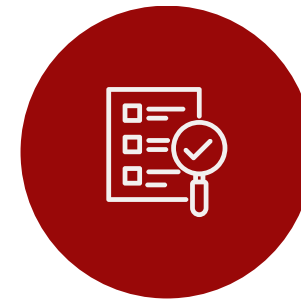
Our team will then conduct in-depth research on relevant legal regulations, analyze the specific situation, provide expert opinions, and draft comprehensive legal solutions, including preventive measures and implementation procedures.



THE BOARD OF LAWYERS REVIEW

With a team of experienced lawyers – the Council conducts check and re-evaluates the consulting content of the lawyer in charge, ensuring the accuracy, appropriateness, and comprehensiveness of the proposed solutions.

HOW WE DO IT



SENDING THE CONSULTING RESULTS

The person in charge will complete the consulting content, contracts, legal reports, etc., and send the consulting results to the customer. The consulting results will include detailed solutions and implementation instructions.

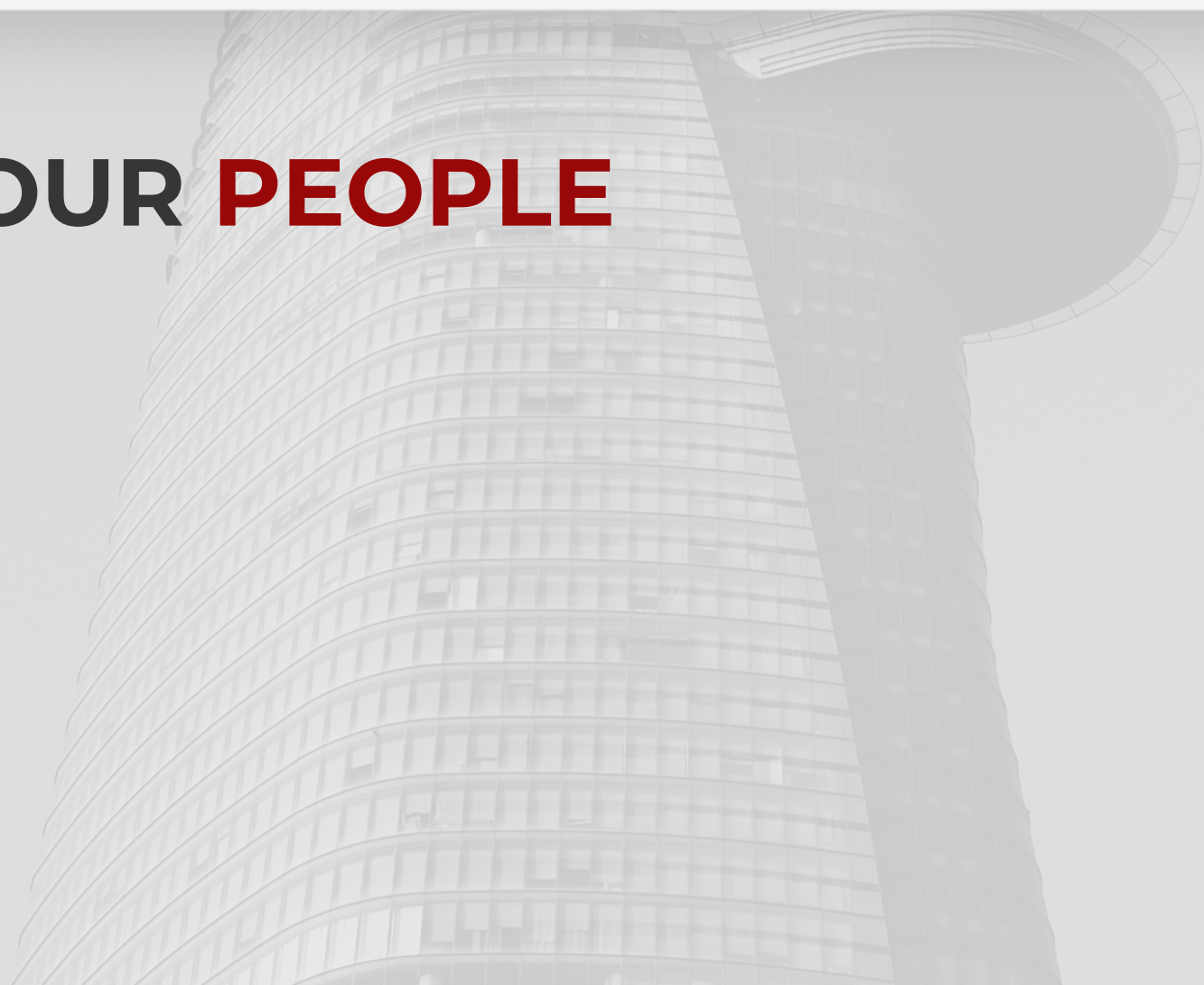


MEETINGS AND SUPPORT

Organize meetings to explain and discuss the consultation contents for the client to choose the appropriate solution. Continue to monitor and support the client in implementing legal solutions after the meeting.

04

OUR PEOPLE





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LEGAL COUNSEL

-

SENIOR ACCOUNTANT

WHY YOU SHOULD

CHOOSE OUR SERVICE

DEEP EXPERTISE AND UNDERSTANDING

We always put ourselves in the position of our customers to provide appropriate consulting solutions. Additionally, our in-house legal team consists of leading legal experts with years of experience in various fields such as corporate, commercial, labor, and real estate. Therefore, with our extensive expertise, we ensure that all our Clients' legal issues are addressed comprehensively.

CUSTOMIZED AND OPTIMIZED LEGAL SOLUTIONS

Every business has unique needs and characteristics. We understand this and are always ready to provide customized legal solutions to best meet the specific requirements of each client. By thoroughly understanding your business industry and operations, we will propose optimal legal solutions, helping your business not only comply with the law but also achieve sustainable development and economic efficiency.

QUICK RESPONSE

When facing legal issues, time is of the essence. With in-house legal services, clients receive prompt and timely support, enabling them to effectively address urgent situations. Our dedicated team is always ready to provide advice and assistance whenever and wherever needed, ensuring that your business operations remain seamless and legally compliant.

WHY YOU SHOULD

CHOOSE OUR SERVICE

CONTROLLING FINANCES EFFECTIVELY

With our in-house legal services, we help you reduce financial burdens, bringing peace of mind and maximum efficiency to your business. Not only do we help businesses save significantly on costs compared to hiring in-house legal staff, but we also offer flexibility in managing your legal budget, as our service fees are customized to meet your monthly needs. With this service, you can better predict and control legal costs, avoid unexpected expenses, and mitigate financial risks. This allows businesses to optimize their budgets, allocate resources to core business activities, and achieve sustainable growth.

UNDERSTANDING BUSINESS OPERATIONS

Our in-house legal services are not only legal experts but also strategic partners of the business. With a deep understanding of the company's organizational structure, operational processes, and strategic objectives, we can provide legal advice that is not only accurate but also highly strategic. This helps businesses not only avoid potential legal risks but also optimize business opportunities, ensuring sustainable and long-term success.

COMPREHENSIVE DATA SECURITY

We understand that data privacy is paramount in all legal services. Committed to the absolute protection of client information, we adhere to the highest security standards to ensure that all legal data and information are strictly protected. Trust and security are not merely principles but our unwavering commitment, allowing our clients to focus entirely on business growth without any concerns about data breaches.



OUR ECOSYSTEM



OFFICE LEASING



CORPORATE COMPLIANCE



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