GENERAL INFORMATION			
Name of formality	Licenses to Establish a Language Translation Service Company		
Type of formality	License		
Date of last modification	30.10.2017		
Responsible Authority	Publication Department		
1	Government agencies, joint venture translation companies with foreigner and foreign investment companies		
Qualifications needed by the business to get the formality	1. Knowledgeable and skilled in language translation, have a higher degree in translation, have a certificate of experience in translation. 2. Knowledge in political theory, understand the government directions and policies 3. Ability to manage the translation business 4. Never been imprisonment or confinement Due to a Conviction for a criminal offense. 5. Healthy		

LEGAL FRAMEWORK					
Name	Number	Date	Comment		
Order on the Management of Translation Service	65/MIC	27.01.2010	Chapter 3 The License for Translation Service (Article 10)Chapter 4 Qualification of the Translator (Article 13)Chapter 7 Management and Monitoring of Translation Service (Article 24)		
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 51, clause 2 and Article 65, page 119		
Instruction Implementing the Order on the Management of the Translation Service in Lao PDR	59/PSOIC	25.03.2010			

REQUIRED DOCUMENTS FORMALITIES

Name	Туре	Comment
\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION				
Name of document Type of document File of document				
\${ATTACHMENT_NAME}	\${ATTACHMENT_TYPE}	\${ATTACHMENT_FILE}		

LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION				
Name of document Type of document File of document				
\${ATTACHMENT_NAME_RENEW}	\${ATTACHMENT_TYPE_RENEW}	\${ATTACHMENT_FILE_RENEW}		

MEAN OF PRESENTATION			
Means of presentation At the Authority Offices			
Address of authority	Publication Department, Ministry of Information, Culture and Tourism		
Time it takes to the authorities to process the formality	15 According to the au		

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

Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fo busines need disbu	sses to
YES	300000.00	100000.00	0.00	400000	0.00
Comments	According to Article 51, clause 2 and Article 65, page 119 of the Ordinances 003/PO on Fees and Service Charges.The application form can be purchased at the Publication Department				
ADDITIONAL ISSUING FEES					
Additional fee names					
NO	0.00	0.00	0.00		0.00
Additional fee comments					

RENEWAL FEES					
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse	
YES	300000.00	100000.00	0.00	400000.00	
According to Article 51, clause 2 and Article 65, page 119 of the Ordinances 003/PO on Fees and Service Charges. The application form can be purchased at the Publication Department					
	ADD	ITIONAL RENEWA	L FEES		
Additional renewal fees names					
NO	0.00 0.00 0.00				
Additional renewal fees comments					