



# CHINA BRIEFING

The Practical Application of China Business

# Setting Up Representative Offices in China

(Fourth Edition)

Establishing Representative Offices  
Application Procedures and Government Departments Involved  
Staffing the Office - Hiring and Firing  
Tax and Administration Requirements  
Audit and Compliance Issues  
Intellectual Property  
Upgrading or Moving Your Representative Office  
Closure Procedures

中国

DEZAN SHIRA & ASSOCIATES

Produced in association with Dezan Shira & Associates



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The Practical Application of China Business



## Setting up Representative Offices in China (Fourth Edition)

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# ABOUT CHINA BRIEFING'S CHINA BUSINESS GUIDES

Thank you for buying this book. China Briefing's publications are designed to fill a niche in the provision of information about business law and tax in China. When we decided, several years ago, to commence this series, we did so in the knowledge that much that was available about China was either expensive, or completely contradictory. Plus much of it did not really adequately address the real issues faced by businessmen – the practical knowledge that must be part of any business dealings in developing countries. This guide is designed to change that perspective and provide detailed information and the regulatory background to business in China – but with a firm eye also on the details of making money and remaining in compliance.

Accordingly, we have made this guide informative, easy to read and inexpensive. To do so we have engaged not a team of journalists or academics – but the services of a respected professional services firm to assist us. The articles and materials within have been researched and written by China based Chinese and international lawyers, accountants and auditors, familiar with the issues that foreign invested enterprises face in China – as they service them in China as clients. These professionals have come from the nationally established practice, Dezan Shira & Associates, and we are grateful for their support. Without them this book would not have been possible, and we wholeheartedly recommend their services should you require sensible and pragmatic advice as contained within this book.

At China Briefing, our motto is “The practical application of China business” and we hope that within this volume and our other publications you feel we have achieved this, and helped point you in the right direction when it comes to understanding and researching this vast and complicated business environment.

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*Hong Kong*

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# Setting Up Representative Offices in China

(Fourth Edition)

Do you want to do business in China? If you are already in this vast country and want to know more, or if you have never tried your hand at this fascinating market, then this book is for you.

This guide is a practical overview for the international businessman to understand the rules, regulations and management issues regarding establishing Representative Offices in China. It is written very much from practical experience and is not intended to be a full in-depth legal analysis. We will help you to understand the implications of what can initially appear to be a complicated and contradictory subject. This book tells you the basics of what you need to know, and point you at the structures you should use as well as some of the pitfalls.

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