



VINCIALT LEGAL ADVISORS AND CONSULTANTS

AREAS OF PRACTICE

I.- LEGAL SERVICES

1.- Mergers and acquisitions

- Mergers and spins- off
- Joint ventures
- Acquisition and disposals of companies, businesses and assets

2.- Corporate law and commercial contracts

- Corporate law
- Corporate governance
- Shareholders agreements
- Corporate reorganizations
- Commercial contracts

3.- Litigation and arbitration

- Civil and commercial litigation
- Arbitration
- Administrative and judicial review administrative proceedings
- Multicurrency mortgage
- Unfair contract terms
- Floor clauses
- Preferred shares
- Unfair competition proceedings

4.- Information and communication technology (ICT) to companies

- Advice on matters of creation, operation and administration of digital business
- Privacy and personal data protection
- Advice on legal text of business communications, promotions, offers, discounts, online draws and games
- Cyber security and prevention of cybercrime
- Drafting of contracts in the online environment



- Domain names
- Electronic signature and certification services
- Judicial processes
- Communications

5.- Information and communication technology (ICT) to individuals

- Advice on matters of privacy and data protection
- Advice to online consumers and users
- Protection of fundamental rights of honour privacy and image
- Fraud and cybercrime
- Telecommunications

6.- Labor law

- Negotiation and drafting of Senior Executive contracts
- Solutions regarding the termination of Senior Executive contracts
- Assistance in employment lawsuits, especially in cases of termination of Senior Executive contracts
- Drafting special clauses concerning work conditions, particularly confidentiality, non-competition and exclusivity of Employment Contracts
- Temporary contracts
- Advice on Temporary Employment Agencies
- Reviewing of internal company policies, especially regarding to:
 - Corporate cars,
 - Use of corporate computer systems, e-mail and internet,
 - Remuneration schemes and stock option plans,
 - Discrimination and harassment in the workplace,
 - Professional and family life balance.
- Advice and assistance on Collective Bargaining agreements
- Attendance at labor inspections
- Legal advice on all disciplinary procedures
- Layoff
- Labor procedure law
- Analysis of compensation and benefit schemas
- Labor Due Diligence
- Social Security and Prevention of Occupational Risks



7.- Resctructuring and insolvency

- Business restructuring processes
- Debt refinancing
- Acquisition of companies, assets and debt from distressed companies
- Pre-insolvency situations and insolvency proceedings
- Debt recovery
- Liability of directors, board members and executives

8.- Family law

- Legal separations and divorces
- Civil and ecclesiastical nullity
- Wills and inheritance
- Paternity, maternity, parenthood, emancipation, adoption and parental authority
- Non-marital cohabitation
- Marital property regimes, marital property agreements and amendments
- Child right's, parental alineation síndrome
- Procedures for modification of people's capacity
- Judicial authorizations
- Gender violence

II.- TAX SERVICES

1.-General taxation

- Continuous advice to companies and national and international groups
- Mergers and acquisitions, due diligence's, negotiations and contracts
- Tax planning for groups of companies, tax consolidation
- Capital gains repatriation strategies and tax planning for divestments
- Indirect taxation: VAT, Transfer tax
- Taxation of individuals and high net worth clients

2.- Tax procedures

- Management, inspection and collection procedeures
- Tax penalties procedures
- Tax proceedings and Disputes before administrative bodies, economic-administrative tribunals and administrative jurisdiction

3.- Family business

- Advice and wealth tax planning of family business and companies
- Design and implementation of tax efficient structures for the possession and transfer of business assets
- Advice on and conduct of processes for the sale and purchase of family businesses



- Inheritance and gift tax planning
- Family protocols. Drafting and execution

III.- TECHNICAL SERVICES

1.- IT Strategic consultancy

- Strategic plan definition
- Market analysis
- Feasibility study
- Technical evolution
- Efficiency and cost reduction analysis

2.- Auditing

- Information system auditing
- Impact analysis
- Improvement plan definition

3.- IT Architecture design and implementation

- System planning and impact analysis
- Information system design and architecture
- Hardware and software analysis
- Hardware and software vendor selection
- Project management

4.- IT Tools

- Tools analysis and selection to support the main business processes (ERP, CRM, Business Intelligent, Company Content Management, EIS, BPMS)
- Provider selection
- Implementation project management

5.- Training

- Training needs analysis
- Training plan definition
- Provider selection
- Results analysis