



I. ABOUT US:

With more than 25 years in the Bulgarian legal market, Tzvetkova & Partners Law Firm (Tz&P Law Firm) is a full-service law firm with an emphasis on IT & Tech, Banking & Finance, Corporate & Commercial, Real Estate & Construction, Intellectual property, Litigation and Arbitration, Employment law and Migration (Blue Cards, Work Permit). The law firm incorporates several partners and more than 10 associate lawyers. Our lawyers advise clients in English, German, Italian, French and Greek languages.

The firm is nationally and internationally recognized for providing high-quality services and expert advice to local and international companies, government institutions and NPO's. We are committed to understanding our clients legal and business requirements by providing excellent service and finding innovative result-oriented solutions. Our goal is to effectively represent our clients, while crafting creative solutions that meet the requirements of both parties, so that deals can be closed on the most accelerated, cost-effective basis. Tz&P Law Firm has a significant experience in offering services to international companies in Bulgaria, especially in the structuring of their investments. During the years we have worked on some of the biggest investment projects in practically all industrial fields.

Tzvetkova & Partners is exclusive member for Bulgaria of AEA INTERNATIONAL LAWYERS NETWORK, of CCI France Bulgarie, Confindustria Bulgaria, British Bulgarian Business Association, BESCO (The Bulgarian Startup Association) and we work closely with BASSCOM (The Bulgarian Association of Software Companies), Endeavor, Sofia Investment Agency, Swecham, Dutch Bulgarian Chamber of Commerce and BAIT (The Bulgarian Association of Information Technologies).

Practices:

1) CORPORATE & COMMERCIAL:

Tz&P Law Firm offers to its Bulgarian and international clients thorough and multifaceted legal consultations in the field of Corporate & Commercial law. Tzvetkova & Partners provides the following services in the field of Corporate & Commercial law:

- Determining the most suitable legal form depending on the specific activity of the client;
- Incorporation and registration of companies (private, public, capital, personal), branches, representative offices in Bulgaria and abroad;
- Incorporation and registration of non-profit legal entities;
- Preparation and consultations of articles of association, shareholder agreements, management contracts, bylaws, etc;
- Structuring of the capital and shareholdings, changes in equity, capitalization of cash contributions, in-kind contribution of real estate, movables and receivables, transfer of businesses and parts thereof;
- Consultations regarding the Company management structures, supervisory and management boards, rights, obligations and responsibilities of the members of the executive and supervisory boards, independent directors, conflict of interest, etc;
- Provision of all the permits, licenses and tax registrations, required by the law;
- Consultations on the establishment of internal rules against any attempt at money laundering and etc - The Anti-Money Laundering Act (AMLA);

Preliminary assessment of the legality of the company's projects or decisions, according to the legislation regulating the cartels, violations in the dominant position on the market, preliminary consultation for possible violations from competitors or commercial partners;

- Liquidation; Insolvency;
- Joint ventures and strategic alliances; Drafting, preparation and discussion of any type of commercial transactions;
- Representation of clients in business transactions, negotiations;
- International trade (sale of goods, agency, distribution and franchising);
- International representation (together with affiliate law firms) of Bulgarian companies in all aspects of corporate and commercial law;

We have experience in mergers and acquisitions of any size and complexity, as we have represented extremely diverse groups of clients.



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2) TECHNOLOGY LAW:

2a) STARTUPS

Tzvetkova & Partners Law Firm is the premier provider of legal services to the high-tech ecosystem. We advise on the following:

- the appropriate business structure and drafting shareholder agreements;
- private equity, venture capital and angel fundraising;
- tax advice;
- intellectual property issues, including protection and exploitation of IP in Bulgaria and internationally;
- technology and information system projects, e-commerce and risk management;
- privacy and data protection, including GDPR compliance;
- all aspects of contract formation and contract management;
- employment and service contracts for executive directors, non-executive directors and employees;
- the provision of standard employment policies and advice on legally and HMRC compliant employee benefit packages, including pensions, incentives, minimum wage, leave entitlements, part time and flexible working;
- business immigration compliance, licence and visa applications and renewals;
- the grant of leases and sub-leases of commercial property.;



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2b) SOFTWARE COMPANIES

The technology lawyers at Tz&P Law have substantial experience advising technology companies and can provide advice at each stage of your software company's development.

For example, we represent all players in the tech scene:

- Startups
- Leading multinational technology corporations
- Maturing companies in all stages of development
- Investment funds

Our services extend to:

- Commercial transactions
- Mergers and acquisitions
- Portfolio investments
- Venture lending and secondary transactions
- Technology and transactional IP and complex licensing transactions
- Technology Transfer Offices
- Fund formation and fund services
- Employee benefits and compensation plans
- R&D law, regulation and governmental grants



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3) MERGERS & ACQUISITION

We have experience in mergers and acquisitions of any size and complexity, as we have represented extremely diverse groups of clients. Tzvetkova & Partners Law Firm is the premier provider of legal services to the high-tech ecosystem. As one of the most respected and dynamic law firms in Bulgaria, we are known for our innovative approaches to solving clients' problems and our outstanding client service. We advise on the following:

- structuring mergers, acquisitions, business alliances and other business combination;
- legal due diligence;
- advice on regulatory requirements and obtaining required permits and authorizations;
- negotiating and drafting transaction documentation;
- merger control and compliance;
- post-merger/acquisition advisory services.

4) BANKING & FINANCE

The practice of Tzvetkova & Partners in the field of Banking and Finance offers a full range of banking and financial services. We can provide legal or tax advice on all transactional, regulatory and other issues that arise in connection with the activities in the field of banking and finance. We are a well established business partner with experience. Our philosophy and approach in this area is to be a business partner by offering innovative legal solutions that can be applied within the business context and logic of our clients. Within the framework of provision of financial services, we strive to offer workable general solution to our customers for every single transaction.



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5) REAL ESTATE & CONSTRUCTION

The lawyers at Tzvetkova & Partners have rich experience in the field of real estate and construction. The activity of the Law Firm is an integral part of the dynamic real estate market in Bulgaria. We provide the following specialized services in the field of real estate and construction:

- Consultancy in the acquisition and expropriation of real estate;
- Consultation and assistance in choosing the right real estate according to predefined criteria;
- Legal assistance in choosing a way to finance real estate transactions and preparation of all necessary documents for requesting and using credits for the purchase of properties by bank and non-bank institutions;
- Detailed due diligence of the particular real estate;
- Participation in negotiations and preparation of preliminary and final contracts in the form of notarial deeds and all other documents related to the acquisition and expropriation of real estate;
- Advising on collateral schemes of the buyer's interest upon payment of the price (bank guarantee, blocked bank accounts);
- Providing legal assistance in property management - rental and commission contracts, construction contracts, construction supervision contracts;
- Consultations on legal regulation and legal aspects of construction: legal requirements for spatial planning, investment design and construction planning stages, relations in the construction process, contract preparation between investors, consultants, engineers and other contractors;
- Preparing notary deeds for sale-purchase of real estate, establishment of contractual mortgages, exchange and endowment of real estate, establishment of limited real rights over real estate (construction right, right to use etc.);
- Preparing documents on partition of real estate;
- Drawing up contracts for design services, construction contracts and other contracts between the buyer and third party in connection with the construction of buildings;
- Litigation, including disputes on rental contracts, preliminary contracts for sale, contracts for the establishment of a right to build, notarial deeds, court partition, claims for the establishment of property, etc;



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6) EMPLOYMENT & LABOR

Our lawyers have two decades of experience in successfully helping employers solve the full range of complex employment and trade secret problems that arise with their employees and consultants, through negotiation, litigation and developing strategies and mechanisms to prevent such problems in the first place. We provide the following specialized services in the field of employment and labor:

- We advise on issues arising at each stage of the employment relationship including recruitment, retention and dismissal and on restructuring and protecting businesses against competition. We also advise on compliance with law, employee benefits, share incentive structures and the implementation of effective compensation and severance arrangements.⁷
- Assisting companies in relocating their business to Bulgaria; immigration law issues and residence and labor permits;
- Legal assistance and advice in the transformation of commercial companies and business reorganization including mergers, acquisitions, transferring companies when these actions also require staff restructuring;
- Advice and litigation in pension funds related matters;
- Drafting collective and individual employment contracts, additional agreements, job descriptions and other necessary documents required in connection with the labor legislation;
- Drafting of internal documents related to the management the labour process, including: internal regulations, guidelines for employees, remuneration and bonuses policies, etc.;
- Legal consultation for workers, employees and employers on all matters related to employment law and insurance issues;
- Assistance in negotiations between employers and workers/employees for the extrajudicial settlement of employment disputes;
- Legal protection of workers, employees and employers in employment disputes in the courts of all instances



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7) MIGRATION (BLUE CARDS, WORK PERMIT)

Regarding the Blue Cards, we have many years of experience with some of the largest companies in the country such as VMWare, Sciant, KPMG IT, Software Group Bulgaria, EGS, BST, Alterco Robotics, Pontica Solutions, REDVERTEX, Cambro Bulgaria, Amplify Analitix, Melexis, SoftServe, Emerchantpay, Adatis Bulgaria and etc. We have successfully relocated employees from all parts of the world such as Russia, India, Northern Macedonia, Turkey, Egypt, Moldova, Ukraine, Serbia, Kazakhstan, Azerbaijan, Georgia, Armenia, Uzbekistan, etc. We do the whole process for obtaining EU BC which is divided in three parts/phases:

- PHASE ONE – application before migration directorate
- PHASE TWO – application before bulgarian embassy in the country of origin
- PHASE THREE – application before the migration directorate for id card

II.PRO BONO SERVICES:

INITIAL CONSULTATION IN THE FOLLOWING AREAS:

- DOING BUSINESS IN BULGARIA – GENERAL OVERVIEW
- COMPANY INCORPORATION PROCESS – TYPES OF LEGAL ENTITIES, STEPS AND TIMEFRAMES
- EMPLOYMENT LEGISLATION IN BULGARIA – GENERAL OVERVIEW
- IMMIGRATION AND RELOCATION – GENERAL OVERVIEW, TYPES OF RESIDENCE AND PROCEDURES
- STARTING A BUSINESS IN BULGARIA – MERGERS & ACQUISITION, JOINT VENTURES, PUBLIC-PRIVATE PARTNERSHIPS
- TAX AND REGULATORY OVERVIEW



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III.

OUR PARTNERS` LOGOS:



endeavor



IV.CONTACTS:

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