

علاء بن محمد الغامدي

**Alaa Mohammed Al Ghamdi**

Lawyers & Legal Consultants محامون ومستشارون قانونيون



## Profile

# The law firm in brief

Relying on highly competent team with long experience in the field of law and legal consultation extending for more than twenty years.

Obtained a license to transact the legal profession from the Directorate of Law Practice, Ministry of Justice as per No. (29/91) in 1429H.



Holder of the Saudi Accreditation Standards for Legal Practitioners (SASL).



Obtained Legal Firm Membership from the Saudi Bar Association in 1440H.



Obtained a Franchising Mediation License approved by the Small and Medium Enterprises General Authority “Monshaat”



Registered in the Evaluation Experts Register at the Saudi Bar Association.



Registered as an accredited service provider on qiwa Platform of the Ministry of Human Resources and Social Development in authenticating enterprises work regulations.



Registered with the Saudi Authority for Intellectual Property (SAIP) as an authorized agent in providing trademark registration services and the pertinent procedures.



Gained specialized accreditation on providing the Saudi Premium Residency Center Services.



Registered as an authorized legal service provider at the Entrustment and Liquidation Center (Infath) in all tasks of estates liquidating contributing in preserving assets' values and speeding up the process of rights fulfillment.



Registered with the Electronic Financial Services Platform (Etimad) in providing the various legal services to government authorities.







# Our Vision

“ To be among the distinguished law firms in Saudi Arabia in a permanent manner through constant focus uninterrupted development, attracting skilled talents and creating specialized departments to provide premier services in accordance with the highest and everlasting professional standards.. ”





# Our Goal

“We, at Alaa bin Mohammed Al-Ghamdi Law Firm, aim at meeting the numerous needs of our clients in a satisfactory manner by providing the highest-quality legal services at an exceptional professionalism, while continuing to keep abreast of various developments.”





# Values and Principles



### **Customer-centered Law Firm**

Our Legal Firm is keen and spares no effort to assist the client to realize his overall goals and objectives instantly in the easiest and optimal manner by providing innovative solutions and means.

### **Transparency**

The Office adopts the principle of absolute transparency in dealing with its valued clients, by providing the client with a clear vision and study of his case or transaction in which a clear statement is made for the points of strengths and weaknesses associated with an evident action plan that will be followed so that the client can take the right and appropriate decision.

### **High Quality**

The Office provides the various legal services to its clients with the highest standards of quality, accuracy and creditability.

### **Confidentiality**

Our Legal Firm is bound by strict confidentiality obligations by taking into account the absolute privacy of all its clients, and no information related to any client or any document is disclosed except to the consultant who he works directly on the client's file, with a high commitment to keeping all documents and records of the client in the designated and secure places thereby addressing any concerns of our clients in this regard.

The Office provides a number of legal and advisory services to governmental and semi governmental agencies and individuals, government and private sector companies, establishments, enterprises and individuals from inside and outside the Kingdom, where our team pays great attention and utmost dedication in providing the sound legal work through the serious search the various scientific references and study of laws, legislations and regulations.

## The Main Services



### **First: Legal Consultation:**

This filed includes expressing sound and clear legal opinion and verbal and written advice to our valued clients in various legal fields. This work is performed after the thorough reviewing to the relevant supporting documents submitted by the client and the projection of pertinent laws, regulations on the facts in order to extract the appropriate legal opinion within the framework of its compatibility and entire conformity with Sharia and prevailing laws.



### **Second: Judicial and Legal Representation:**

This aspect includes several stages that differ according to the nature of procedure and the degree of the dispute. This can be explained through the following:

#### **1. Reconciliation and mediation stage:**

We initially prefer to adopt reconciliation between the parties to the conflict as our first step in resolving the subject of dispute as long as the possibility is available for finalizing the matter based on the client's desire. To execute this we address the opponent on behalf of the client and the meeting with both parties and bring the points of view more closer to reach a an amicable solution that satisfies both parties as soon as possible and in order to save the judicial costs and other fees that may be incurred by each party.





## **2. The stage of judicial procedures:**

At this stage, our team represents the client before all judicial and quasi-judicial authorities of various types and degrees in all fields and types of lawsuits from filing until the pronouncing of final verdict. In addition, we carry out all litigation, pleading and defense work, attending sessions and submitting notes, objections and appeals as well as all actions required by the case to achieve the client's interest in accordance with Sharia and applicable laws and regulations.

## **3. Execution Services:**

Through execution services, our Law Firm provides the necessary work to take and finalize all actions before the execution courts to asking, following up and accelerating the execution of every document that bears the nature of the executive bond, such as the final verdicts pronounced in the various lawsuits and commercial papers such as checks, bills of exchange, promissory notes, as well as electronic lease contracts.. etc.

## **4. Legal Representation:**

Our Legal Firm provides full legal representation during negotiations, trials, hearings, arbitration, and mediation to our clients before a governmental or semi-governmental circles, in the event that the client wishes to assign the office to finalize a specific legal procedure before one of these authorities, as well as the reliable legal representation before third parties who deal with the client in any business such as negotiating and signing contracts ... etc.



### **Third: Legal Drafting and Editing:**

It is our belief that legal drafting and editing of all types of contracts, agreements, lawsuit statements, memorandums, etc. is of great importance. We are keen on the quality of this work, along with the rest of the work and services, to set the terms and conditions that regulate the contractual relationship between the parties concerned in the manner that preserves the rights and legal positions without ambiguity or vagueness. Many services fall under this category, including, for instance but with no limitation, the following:

- **Drafting all types of contracts, agreements, memorandums of understanding and later appendices added to them.**
- **Editing initiatory pleadings, writ of summons, notes, and regulations for appeals against the verdicts issued and the like.**
- **Drafting legal letters that the client may need to implement a specific purpose.**



### **Fourth: Arbitration and Mediation:**

Our role in the field of arbitration differs based on the nature of arbitration. This includes membership of arbitral tribunals or advocates of our valued clients in arbitration cases. Here we work hard and pay great attention to this sector of services being the safe haven for many commercial categories, especially investors, due to its flexibility in the procedures for considering the cases and the possibility of agreement on special provisions between the parties involved.



### **Fifth: Real Estate:**

The services provided in this sector vary to encompass all services related to real estate. This includes the provision of sophisticated legal service for finalizing all real estate transactions, procedures or direct claims related to real estate ownership or investment, real estate contribution, acquisition, contracting, claims for compensation for expropriation, and grievances for fees white lands in addition to the rest of services in this ever-renewing sector.





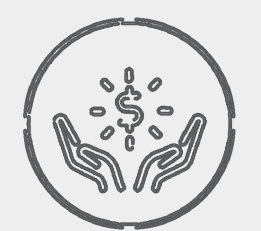
### **Sixth: Civil Transactions:**

This sector of services provided by our Law Firm includes everything related to civil, financial and in-kind transactions, such as buying and selling, mortgage, good loan and division of estates, funds and real estate in common as well as all similar transactions and the rights arising from them between individuals, starting from the stage of negotiation, agreement and authentication of these transactions including the necessary contracts and agreements. Our support continues in this aspect to reach judicial representation before the judiciary in the event of any occurrence or cases of disagreement between the parties, if any.



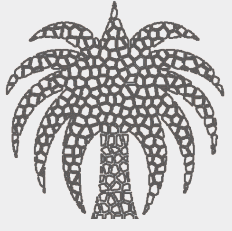
### **Seventh: Corporate and Commercial Transactions Services:**

Our office offers a comprehensive range of services for both small and large businesses, starting with company formation and issuing commercial registrations and the necessary documents to conduct business activities. We also provide services for amending founding contracts and converting the legal entity of companies from one type to another, such as from an establishment to a corporation, or from a limited liability company to a joint-stock company, for example, in accordance with the company's interests. Our services extend to the registration of exclusive commercial agencies and all services related to the franchise center.



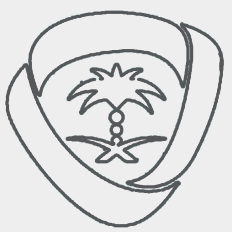
### **Eighth: Foreign Investment Services:**

We provide comprehensive services for foreign investment, which include obtaining, amending, and renewing investment licenses according to the nature of the companies' activities. We also offer support in the process of opening branches for foreign companies or establishing new companies in the Kingdom of Saudi Arabia, completing all procedures with the Ministry of Investment, the Ministry of Commerce, and the Saudi Business Center. This facilitates investors' entry into the local market and help to achieve their commercial goals in accordance with the investment regulations.



### **Ninth: Premium Residency Services:**

As one of the offices accredited by the Premium Residency Center to provide its services, we offer our clients the service to submit applications for obtaining Premium Residency of all types, such as: (limited duration and unlimited duration premium residency, real estate owner residency, investor residency, etc.). We also provide our clients with the necessary legal support and advice regarding the benefits and requirements of Premium Residency.



### **Tenth: Intellectual Property Services:**

In this division, we provide all legal support required to protect the intellectual rights of companies and individuals, including the registration of trademarks, patents, copyrights, and industrial designs. We also provide legal support to our clients by filing complaints and lawsuits in the event of any violation of their intellectual property rights.



### **Eleventh: Banking and Financing Disputes:**

It means representing one of our valued clients in the various disputes arising with a bank in connection with banking transactions carried out on bank accounts in violation to the prevailing laws causing damage to the interests of our customers, as well as financing disputes with a bank or financing company authorized to transact this business activity by the Saudi Central Bank (SAMA).



### **Twelveth: Zakat and Customs Issues Disputes:**

The vital focus on this sector has been one of our top priorities to reduce the real burdens on our clients through our great attention to provide an enhanced service. The customs issues represent a major inconvenience to the enterprises relying on the importation of products, especially with regard to issues of customs duties and subjecting goods to categories contrary to their description, as well as cases of customs evasion and the resulting consequences.





### **Thirteenth: Financial Technology Services (Saudi Fintech):**

In this regard, our Law Firm seeks to assist the various enterprises in achieving the objectives of Saudi Arabia aiming at creating financial technology under the supervision of the Saudi Central Bank (SAMA) and the Capital Market Authority (CMA). We provide our reputable clients with the service of preparing the applications and files necessary to obtain the necessary licenses from all competent authorities. Moreover, we provide them with a package of legal advice at all stages, from incorporation to actual performance of business in the markets.



### **Fourteenth: Support and Logistic Services:**

Among our absolute keenness on the interests of our customers, some of works may arise and have to be provided to our customers as a token of support whenever requested by them. For instance, but with limitation, this includes the following:

- **Attending General Assembly and Board of Directors meetings on behalf our corporate clients.**
- **Implementing the administrative structure of the enterprises according to the nature of their business activity and corporate requirements.**
- **Preparing the Articles of Association for the Joint Stock companies.**
- **Preparing the corporate governance for the companies subject to this policy.**
- **Organizing the internal regulations of the enterprise and have them authenticated by the competent authorities.**



A hand is shown reaching towards a glowing blue digital interface. The interface features a central, bright blue icon of a person standing within a circular frame. Surrounding this central icon are several smaller, dimmer icons of people, connected by faint lines, suggesting a network or a community. The background is dark, with a large, golden-yellow triangle in the upper left corner. In the top left corner, there is a grid of small white dots.

# Mechanisms of Contracting and Providing Services





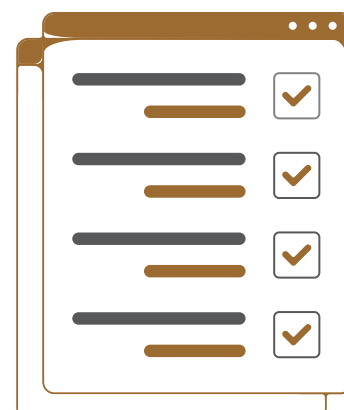
### **Annual consulting services contracts**

Entering into annual contracts through which a number of legal works are provided to the client.



### **Lawsuits Following-up Contracts**

Entering into a custom contract to follow up on a specific case until it is completed.



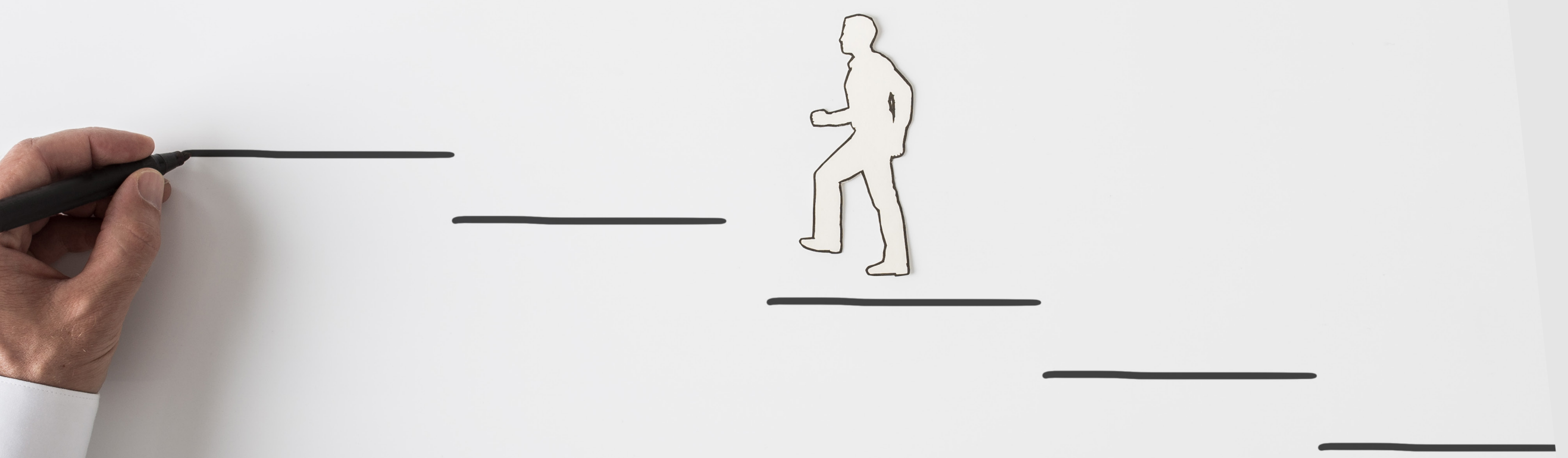
### **Assignment of specific work**

To provide one work or a specific group of previous legal services.



- The fees are specified based on the size of the case or transaction and the time and effort consumed on.
- With regard to annual consulting contracts, their fees are estimated based on the volume of work and services required.

# Client's Trip Station





We accompany our clients on a legal attractive journey through multiple stations until we reach with them the desired goal, passing through the following station:

• **The first station - Meeting:**

A face-to-face meeting is held with the client at our office premises or those of the client, or through one of the modern means of communication to listen, understand, comprehend, and discuss his concern, comprehensively understanding his requests, demands and goals.

• **The second station - Study the case:**

Preparing a comprehensive legal study of the client's issue after passing through all documents submitted and the facts shown presented by the client, and reviewing the relevant laws, rules and regulations.

• **The third station - Proposal:**

Submitting a technical and financial proposal containing the action plan and the relevant procedures to be taken, in addition to the amount of legal fees.

• **The fourth station - Contracting:**

In order to regulate the relationship between the office and the client, a contract is concluded by both parties to determine the venue of the contract and to indicate all the details related to the obligations, duties and responsibilities of each party, the fees fixed, and any other items to be agreed upon first.

• **The fifth station - Implementation:**

The work is started in clear and specific steps, agenda, tasks and actions related to the client's issue with all dedication, diligence and relentless.

• **The sixth station - Communication**

Our policy is focused on continuous communication with the client is to inform him of all the details according to periodic reports of all developments related to his case.



# OUR TEAM

Our team consists of distinguished elite professional cadres of lawyers and consultants in diverse fields of law, in addition to a distinctive technical and administrative staff. Our law firm is keen to attract distinguished and specialized cadres with high qualifications and long experience until it reached the formation of its work team.

## Founder and General Manager

### Mr. Alaa Mohammed AlGhamdi

Bachelor of Law, Has more than 15 years of experience in the legal profession (Advocating), Holder of the Saudi Accreditation Standards for Legal Practitioners (SASL). Attended many training courses in the field of law and participated in many relevant conferences and seminars, Occupied a number of leading positions in may law firms.



## Legal Advisor

### Dr. Tarig Abdulqader

Master and Ph. D. in Law from France, Lawyer and legal advisor for more than (20) years, Has wide practical experience in insurance, intellectual property, drafting corporate and commercial contracts, Also has experience in drafting development and management agreements and providing legal advice.



## Legal Advisor

### Mohammed Abdulwahab Bader

Registered legal advisor and lawyer to act before the Supreme Constitutional and Cassation Court in Egypt, Has wide legal experience in litigation and legal advice in various branches of regulations and laws for more than 23 years, including 13 years in Saudi Arabia, Held a number of positions in a number of law firms in Saudi Arabia, Egypt and some countries of the Gulf Cooperation Council.



## Administrative and Financial Affairs Manager

### Abdulrahman Ali Alammari

Director of Administrative and Financial Affairs, hold a master's degree in Management, Customer Service Supervisor, responsible for managing and developing the internal operations of the law firm.





Lawyer

Bassam Alhassan Alemari

Practicing lawyer, Responsible for judicial coordination, managing and organizing the lawsuit files, and following up the progress of all cases in the Office, Assumes implementation of legal procedures related to the various cases.



Lawyer

Khalid Obaidullah Alghamdi

Licensed practicing lawyer and notary. He holds a master’s degree in law. He has various experiences in pleading before courts at various levels of litigation and providing legal advice. He has distinguished experience in carrying out implementation procedures and liquidation of companies and estates.



Lawyer

Bader Saeed Almalki

Licensed practicing lawyer, Bachelor of Sharia, practicing legal tasks and advisory services and pleading before the courts of various levels and degrees of litigation, specialized in criminal law and punitive measures.



Lawyer

Abdulaziz Shalan Alqarni

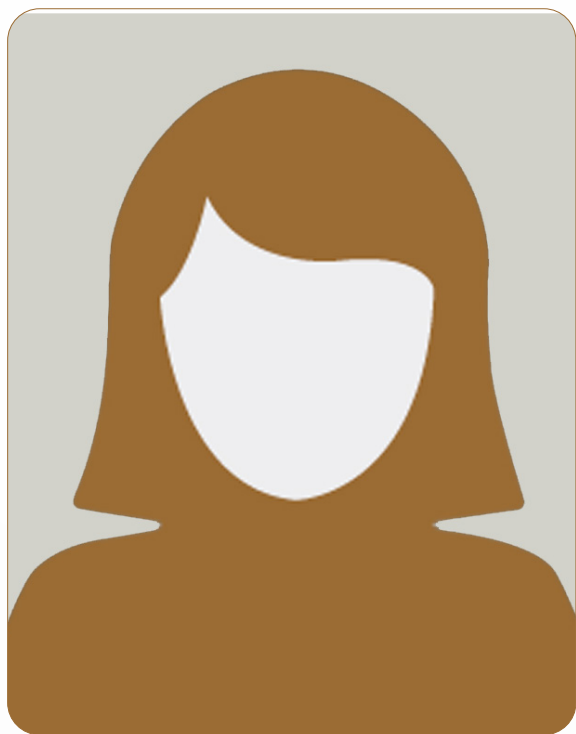
Licensed practicing lawyer, he has distinguished experience in pleading and providing various legal consultations, and has distinguished experience in commercial, real estate and contracting cases, in addition to criminal procedures.



Lawyer

Raghad Ibrahim Alarwi

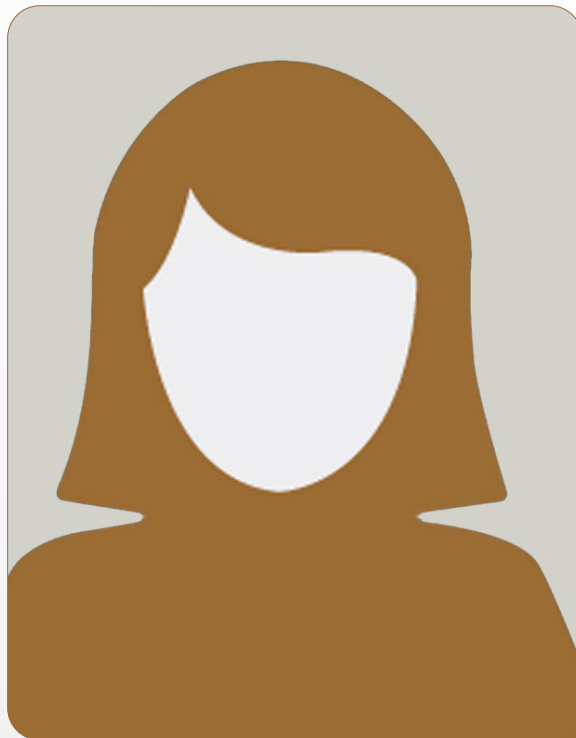
Licensed practicing lawyer, she has experience in pleading before courts at various levels of litigation. Specialized in civil and commercial issues - She has distinguished experience in providing various services to companies at the Saudi Business Center - Interested in government corporate risk management and compliance.



Office receptionist and secretary

Bushra Mohammad Alshamrani

Legal secretary - works in managing and scheduling the office’s judicial appointments - responsible for communicating with clients and scheduling meetings.





# ACCREDITATION AUTHORITIES

الاعتماد المهني السعودي للمحامين  
Saudi Accreditation Standards for Lawyers

SASL



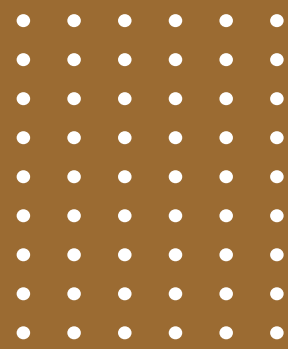
الهيئة السعودية للملكية الفكرية  
Saudi Authority for Intellectual Property



مركز الامتياز التجاري  
Franchise Center







# TOP CLIENTS



المعهد العالي للتقنيات  
الورقية والصناعية



شركة عبد القادر سني وموازن بترجي  
محاسبون قانونيون ومستشارون



للتنمية والتطوير العمراني  
ALBALAD ALAMEEN  
FOR DEVELOPMENT AND URBAN REGENERATION



TADWEER  
COMMERCIAL METALS CO.



شركة أسطول البحر  
Sea Fleet Company

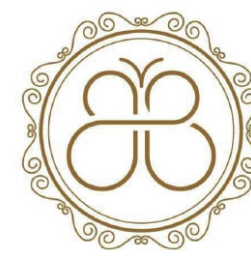


مجموعة بن زومة  
BIN ZOMAH GROUP



SARH  
REAL ESTATE INVESTMENTS





BINO  
— AFTERNOON EXPERIENCE —



شركة البابطين للتجارة  
AL BABTAIN TRADING CO.  
ثقة الاختيار



هوم ماركت  
HOME MARKET



توزيع  
TAWZEA





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 Alaa AlGhamdi Law Firm