

# Alaa Saad Moustafa Law Office

6 Casino Street, San Stefano,  
Alexandria – Egypt  
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## **History of the Office**

Law Office was established in 1967 and was founded by Mr. Saad Moustafa Ibrahim father of Mr. Alaa Saad Moustafa.

The office was specialized in corporate and labor law and respective procedures. In 1994 Mr. Alaa Saad Moustafa expanded office activity to handle international corporations, embassies and consulates, real estate as well as foreigners/residents requirements.

Office is supporting and directing clients towards extrajudicial dispute resolution. Office associates are all qualified with deep knowledge of legislation and corporate practices as well as have the soft skills to get actively involved in negotiations for safeguarding their clients interest and maximize their benefit.

## **Clients**

Our client list is available upon request. Among our clients are major local and international corporations with head-offices all over the world as well as diplomatic bodies.

The Office gives priority to providing quality legal service to clients and is known for its integrity, efficiency, professionalism and overall quality of work. Office is also known for the in-depth insight of governmental practices and procedures and the efficacy to interact with them.

## **Areas of Practice and Services of the Office**

### **Corporate and Commercial Matters**

The Office advises clients on all aspects of business and commercial matters, including reviewing, drafting, and negotiating contracts; incorporating businesses ranging from branches to local companies to joint ventures and partners and disputes. Office represents clients in General Authority for Investments (GAFI) and direct clients on GAFI criteria fulfillment.

The Office represents clients doing business directly in Egypt as well as those acting through agency and distributorship agreements. The Office advises on other related fields of Egyptian law for corporate clients & doing business in free zones.

### **Labor and Employment**

The Office's labor and employment attorneys are experienced in all phases of the employer-employee relationship. The practice includes assisting in the formation and implementation of employment policies and strategies, negotiating employment agreements, and advising clients on the issues affecting the transfer of employees and pension plans.

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Office is advising on employee disputes and if needed represents clients in administrative and general courts.

## **Embassies and Consulates**

The office consults Embassies and Consulates on legal and administrative issues within the frame of the Egyptian legislation and respective actions are jointly planned and taken either through diplomatic channels or through office support in resolving amicably or through Egyptian Courts. Office also have a team ready to support any issue referred through Embassies and Consulates on a 24/7 basis.

## **Foreigners Residents in Egypt**

The Office advises & handles foreigners' relocation procedures in Egypt, residency procedures as well as GAFI further requirement for foreigners/residents as board members and or as shareholders and foreigners' inheritance and family court issues and disputes.

## **Real Estate**

The Office is handling the legal and financial settlements involved with real estate transactions; from preparing real estate transaction contracts to actively being involved in the sourcing of real estate and negotiations guaranteeing best terms for the office clients and following the contract signing with all related procedures as well as financial settlements.

## **Other Sectors**

The Office performs the legal services mentioned above in a wide range of business fields, including Tourism, Arts and Entertainment & Agriculture and Trade.