



Presentation of our firm

Our Firm



Established in 1893 ZEYA is one of the longest established law firms in Greece

Since its establishment it has consistently been one of the most prominent law firms in the country

With total staff of approx. 120 we focus on the provision of comprehensive legal and tax services to foreign legal entities, financial institutions and individuals with business interests in Greece

Our Goal



To provide
top quality
comprehensive
legal and
tax advice

To assist our
clients capture
the intricacies of
the Greek
business
environment

Our Vision

To be the leading law firm
in Greece in its field

To provide the most
rewarding and challenging
academic and working
environment



Compliance/Procedures

Conflicts

Know
Your Client

Transparency

Anti-bribery

Business
Conduct

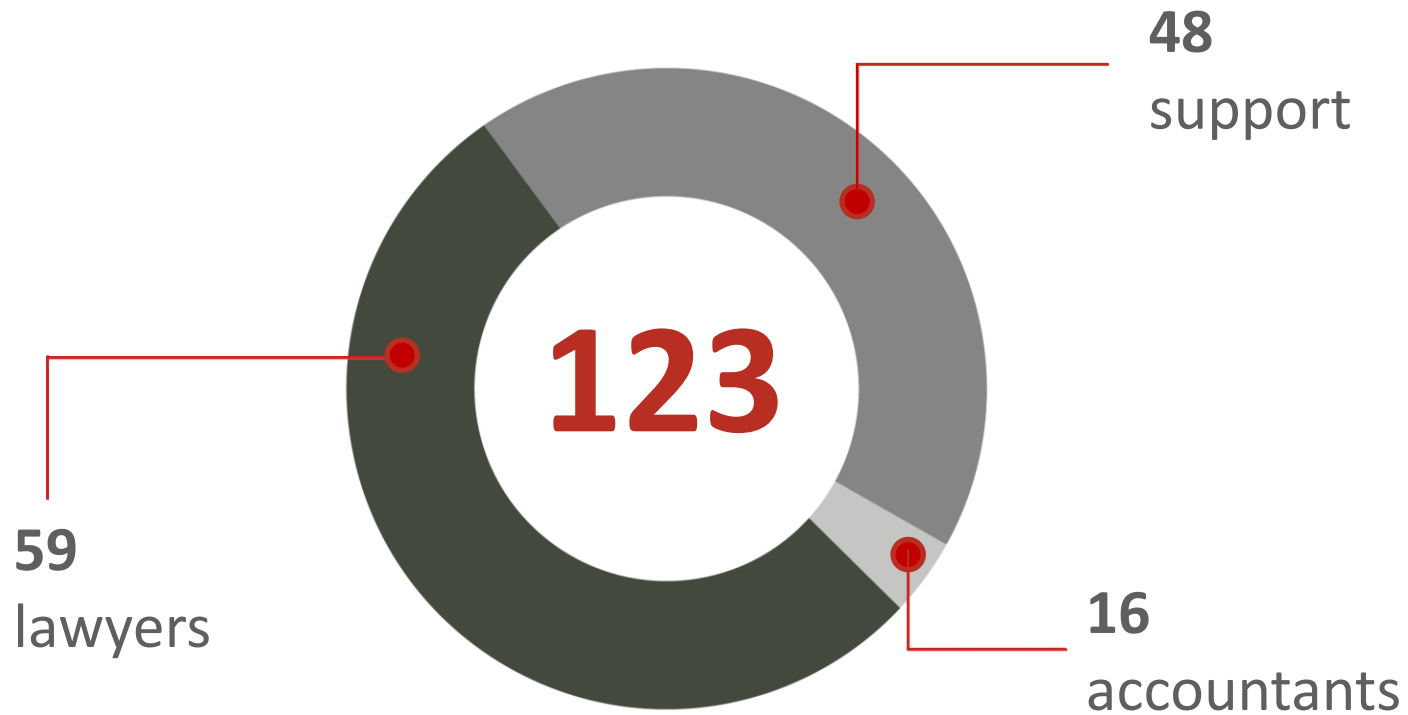
Disaster
Recovery

Transparency and Business Ethics

Our firm is fully committed to transparency and practices which promote **business ethics**

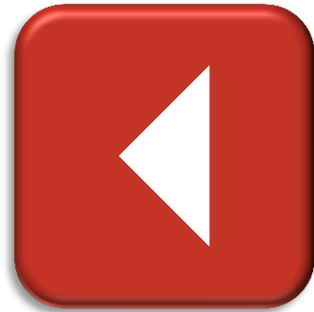
ZEYA is the corresponding firm in Greece for Trace, a non-profit association providing anti-bribery support
www.traceinternational.org

The Firm In Numbers



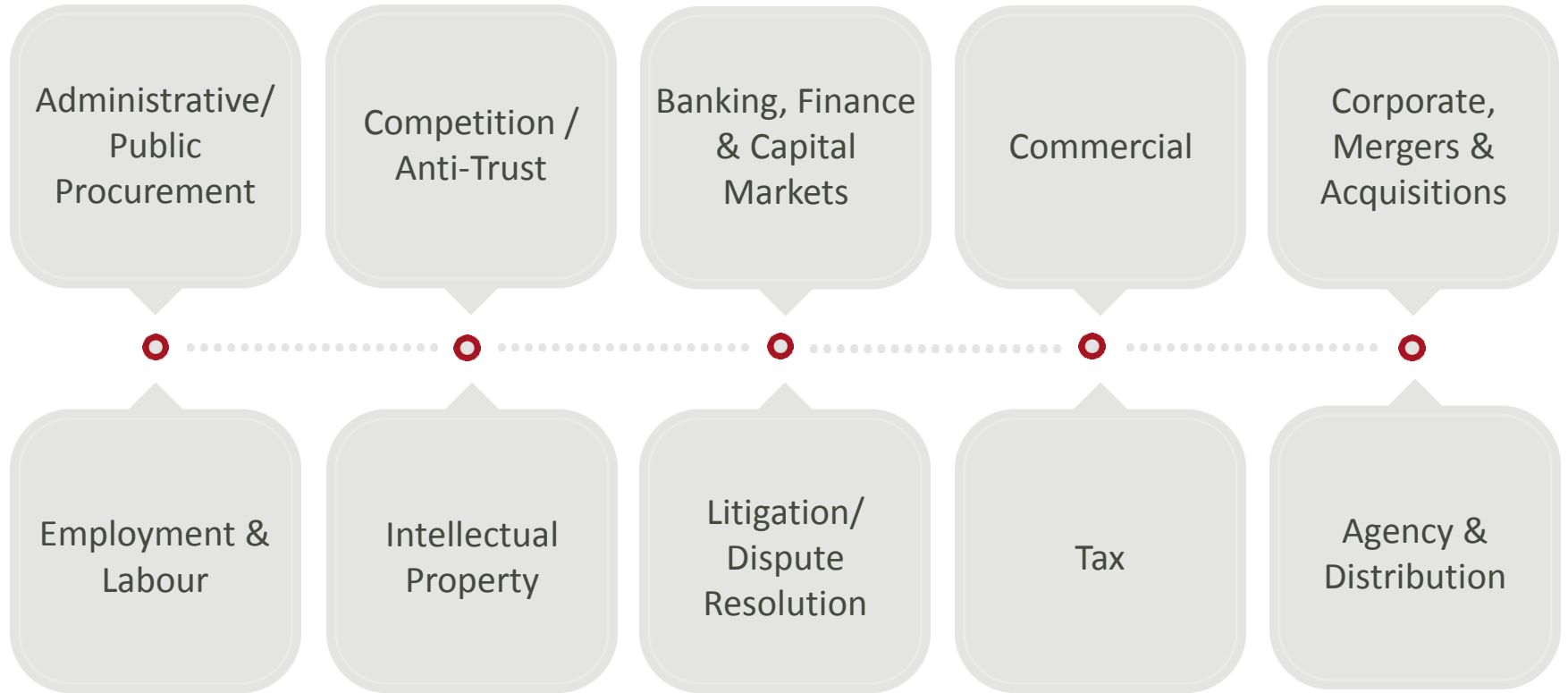
Two Major Groups

Corporate &
Commercial

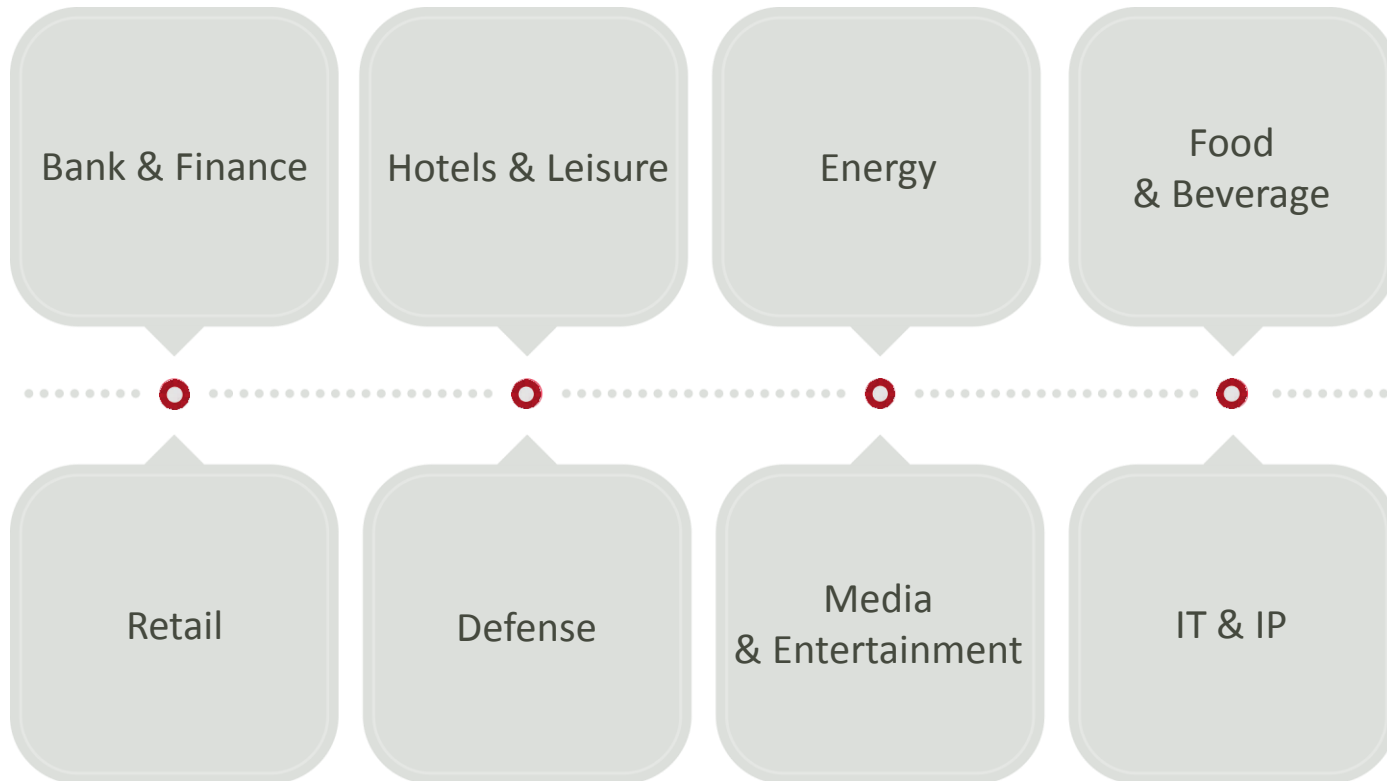


Tax &
Accounting

Practice Areas

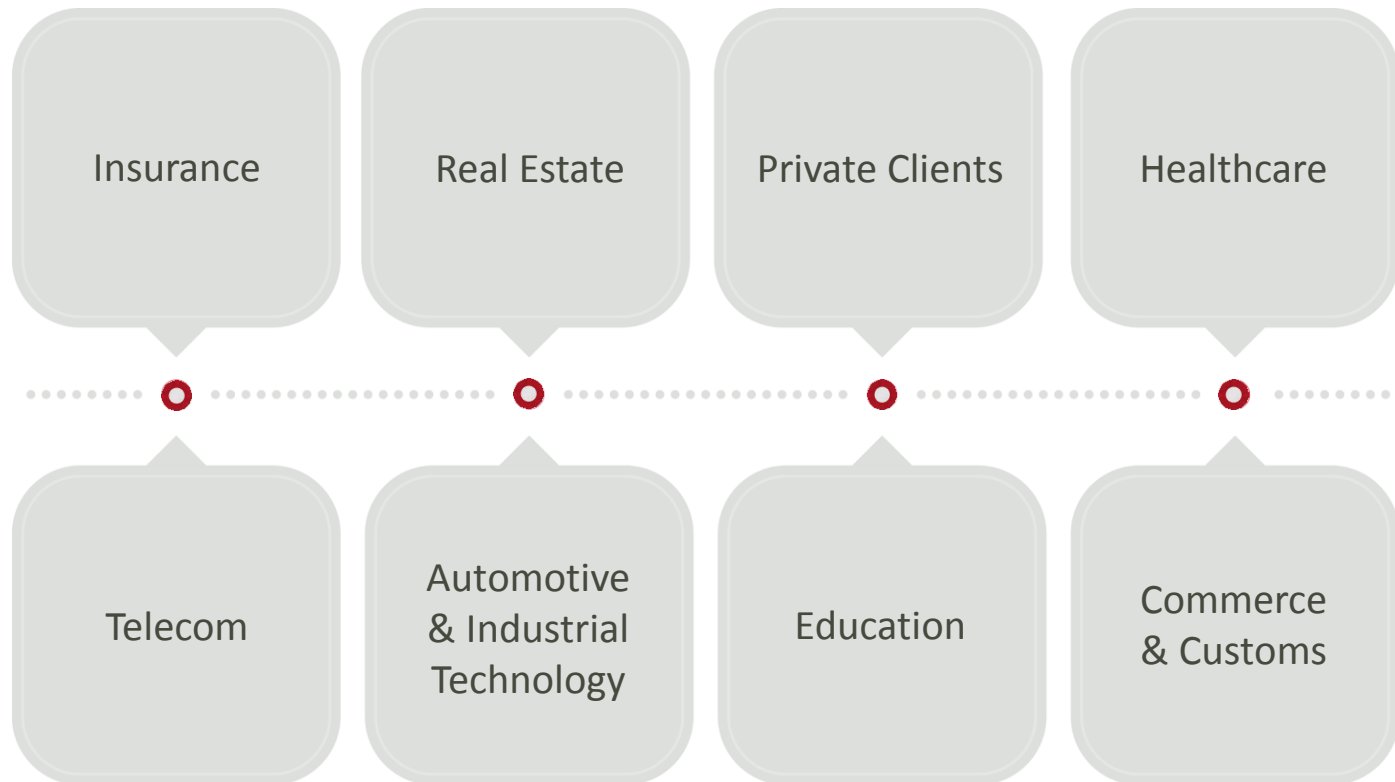


Industries



Industries

2/2



Operation



The firm appoints one **Project Manager** per case

A **Client Correspondent** is appointed per each institutional ongoing client

Responsibility:

timely and efficient communication with client

Transparency of Fees and Cost

- Fee estimates
- Detailed analysis of each matter handled, attorney involved, applicable rate and time spent
- No surprises
- Regular invoicing
- Alternative fee arrangements



International Orientation

We are the Greek member of several prestigious international associations of law firms such as Lex Mundi, Energy Law Group, Taxand and VAT Club



90%

of our clients are foreign-based


35%

of total assignments originate from law firms around the world

Service Standards

- Promptly acknowledge inquiries
- Provide engagement letters
- Provide fee estimates
- Provide detailed invoices
- Provide status reports
- Identify backup attorneys
- English speaking staff
- Updated office technology
- Disaster recovery procedures

ZEYA Accounting AE

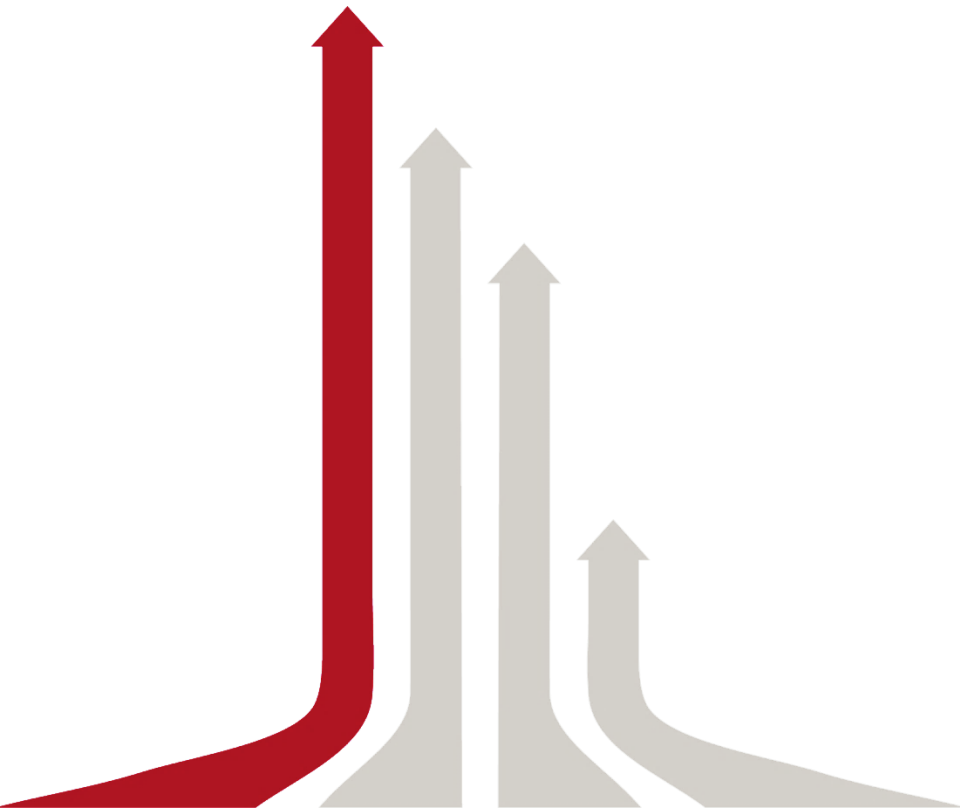


Ongoing tax &
accounting
support

Tax diagnostic
reviews

Bookkeeping
&
Reporting

Our strength



Century long experience
in advising **foreign** clients
doing business in Greece

Comprehensive
legal and tax services

Business oriented,
proactive and value for
money support

Thank you