

## QUESTIONNAIRE/APPLICATION

For the CIS Local Counsel Law Firms  
in preparation for the 6<sup>th</sup> CIS Local Counsel Forum in Almaty, Kazakhstan on June 22-24, 2011

4 April, 2011

### Section 1: Law Firm

1. Name and country of the law firm: **FINA LLP, Azerbaijan Republic**
2. Contact Information: -  
Primary Firm Location: -  
Office address: **14 Kerpich str. # 1, AZ1022 Baku\Azerbaijan Republic**  
  
Telephone: **(+ 0099412) 4446110**  
Fax: **(+ 0099412) 4446112**  
E-mail: **office@fina.az**  
website: **www.fina.az**  
  
Other Offices: -  
Office address: -  
Telephone: -  
Fax: -  
E-mail: -
3. Primary Contacts:  
Name: -  
Email: -
4. Other Contacts:  
Name: -  
Email: -
5. Year of establishment: **2002**

### Section II: Lawyers and Support Staff

6. Number of Partners: **3 (three)**
7. Number of Associates : **5 (five)**
8. Number of Paralegals : **1 (one)**
9. Please indicate number of lawyers with the advanced degrees: LLMs: **4 (four)**  
Candidate of Legal Sciences: **2 (two)**
10. Languages spoken at the Firm: **Azeri, Russian**
11. How many lawyers speak:  
English: **4**; German: \_\_\_ Russian: **6**; French: \_\_\_ Spanish: \_\_\_
12. Interpreters on the staff: **1 (English-Russian-Azeri)**

(please indicate the languages)

### Section III: Client Details

14. Classify your clients (in percentage):

Corporate Clients: **70 %**                      International Law Firms: **20 %**

Non-Corporate clients: **10 %**

15. Please indicate up to five major corporate clients:

1. **“The Baku Group” LLC\“Baku Plaza” LLC, Azerbaijan;**  
*(Construction of living houses)*
2. **“Crescent Beach” Hotel;**  
*(Hotel and recreations services)*
3. **“AA Services” Azerbaijan Branch;**  
*(Construction and waste management and utility services in oil&gas sector of Azerbaijan)*
4. **“TUVIA Azerbaijan” LLC;**  
*(Transport, logistics)*
5. **International Bank of Azerbaijan**  
*(banking)*

16. Please indicate up to five international law firms you serve as a local counsel to:

1. **All LCN members – the law firms such as: “RULG” – Washington\Kiev, Dr. Irina Paliashvili\President; Egorov Puginsky Afanasiev & Partners, Moscow, St. Petersburg, Russia, Mr. Dmitry Afanasyev\Chairman of the Board of Partners; “Aequitas” Almaty, Kazakhstan, Mrs. Olga Chentsova, Managing Partner, and others..**
2. **“Clyde & Co”, London, Mr. John Whittaker\Partner;**
3. **“HENGELER MUELLER”, Germany, Dr. Oleg de Lousanoff\Partner;**
4. **“Linklaters LLP”, London, UK, Mr. Francis J. Kucera\Partner\Capital Markets...**

17. What percentage of your work is dedicated to international corporate clients:

- 0% (the law firm has no international clients)
- up to 70% (two-thirds of clients are international)
- up 30 % (each third client is international)
- up to 100% (almost all clients are international)
- up to 60% (more than half of clients are international)**

18. What percentage of your work is dedicated to serving as local counsel to international law firms:

- 0% (none)
- appr. 15%**
- up 30 % (each third client is an international law firm)
- up to 70% (two-thirds of clients are international law firms)
- up to 100% (almost all clients are international law firms)

up to 50% (half of clients are international law firms)

19. Method of payment (choose all options that apply):

*per hourly rates*

*contingency (percentage of the value of the contract/claim)*

*fixed (fixed budget)*

other .....

20. Illustrative projects in 2010-2011:

#### Section IV: Law Firm Profile

21. Law Firm Profile (500 words):

FINA LLP is a team of internationally trained professionals providing legal and financial services to a broad range of companies, both - foreign and local, operating in the Caucasus and Central Asia. FINA helps guide businesses through every stage of the business cycle, assists clients in organizing, maximizing and protecting the value of their assets, and provides services to companies that need guidance in specific aspects of their business.

In addition to practicing the commercial law, the lawyers of FINA have also successfully participated in various governmental legislature projects such as drafting the Civil Code, formulating the Energy Legislation of Azerbaijan, establishing the “Regulatory Authority in the Energy Sector of Azerbaijan (present “Fuel and Energy Ministry” of Azerbaijan), drafting changes and amendments to the “Foreign Investment Protection” Law of Azerbaijan, etc. Recently, FINA has also partnered with The Services Group (TSG) and International Law Institute (ILI) to jointly work on Azerbaijan’s admission to the World Trade Organization. FINA's business and economics specialists also bring a wide range of first hand expertise in economic and investment analysis and have been directly engaged in regional privatization and private equity investment activities. FINA’s mission is to provide practical, 'value-added' solutions to companies by thoroughly understanding the environment, as well as the personal, professional and economic dynamics associated with doing business in Azerbaijan.

At present there are seven principle lawyers in FINA specialized in various spheres of Azeri and European Law. In addition to its principle attorneys, FINA has numerous of-counsels who worked with the firm on a permanent basis, including established Azeri lawyers, legal academics and law professors. FINA’s distinguished team of highly qualified local lawyers allows to successfully resolve a wide range of legal issues related to business activities in Azerbaijan. Our contact with the local business legal communities, involvement in legislative arena and intimate knowledge of local politics, people, customs and traditions allow us to effectively navigate the unusual and challenging business environment in Azerbaijan. At the same time, we remain dedicated to the tradition of a close working relationship between attorney and client to achieve a common goal.

22. Describe your cooperation or affiliation with law firms in other countries (International Law Firms), indicating the level, including exclusive or non-exclusive:

**As it is mentioned in p. 16 (above), at present we do cooperate with the following foreign law firms such as:**

1. All LCN members – the law firms such as: “RULG” – Washington\Kiev, Dr. Irina Paliashvili\President; Egorov Puginsky Afanasiev & Partners, Moscow, St. Petersburg, Russia, Mr. Dmitry Afanasyev\Chairman of the Board of Partners; “Aequitas” Almaty, Kazakhstan, Mrs. Olga Chentsova, Managing Partner, and others..
2. “Clyde & Co”, London, Mr. John Whittaker\Partner;
3. “HENGELER MUELLER”, Germany, Dr. Oleg de Lousanoff\Partner;
4. “Linklaters LLP”, London, UK, Mr.Francis J. Kucera\Partner\Capital Markets;
5. “Wenner \$ Cie” - Paris, Mrs. Michaela Honnen\Partner and Mr,Egbert Traum\Partner;
6. “CLAEYS & ENGELS”, Brussels\Belgium, Mrs Sophie Maes\Attorney – Partner...

and others on a case-by case basis. FINA does not have any “exclusive” or “non-exclusive” arrangements with any foreign law firm...

23. Please provide references (name of the firm, contact person and his/her contact information) of one or more International Law Firms, which we may contact for a recommendation of your firm:

Any of the aforementioned law firms under p. 22 (above)...

Details of membership in local and international law firm networks, databases, alliances, or associations:

24. Practice Areas:

Please mark the practice areas of your firm from the list below. Also please indicate other practice areas and areas of special expertise of your firm that are not included in the list.

Administrative Law

Admiralty and Maritime Law

Advertising and Marketing

Agency and Distribution

Agricultural Law

Alternative Dispute Resolution:

Arbitration, Mediation

Antitrust and Competition

Aviation and Aerospace

Bankruptcy

Banks, Banking and Financial Services

Business Law

Commercial Litigation

Commercial Real Estate, Zoning, Planning and Land Use

Communications and Media

Construction Law and Litigation

Consumer Law

Contract Law

Corporate Finance

Corporate Law

Criminal Law

Energy

Entertainment and the Arts

Environmental Law

Finance

Foreign Investment

Franchise and Franchising

Government Procurement and Contracts

Immigration and Naturalization

Information Technology

Initial Public Offerings (IPOs)

Insurance Law

Intellectual Property:

Copyright

Trademarks

Patents

Other

International Public Law

International Litigation and Arbitration

International Trade

Labour/Employment

Media Law

Mergers & Acquisitions

Mortgages Property Funding and Security

Natural Resources

Oil and Gas

Privatization Law

Product Liability

*Regulatory Law*  
*Securities and Stock Exchange*  
*Taxation*  
*Technology and Science*  
*Torts*  
*Transportation*

Other practice areas:

Areas of Special Expertise: