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CHAPTER 1. INTRODUCTION

The Investor Roadmap is a brochure describing a detailed algorithm of actions for potential investors. The document specifies the key phases an investor has to pass through, starting from registering legal documents to a plot of land and ending with obtaining a permit for putting the built facility into operation. Investor roadmaps are developed in many countries of the world (approximately over 70 countries globally) and exist in various forms of information presentation and content.

In some countries, the Roadmaps are drafted based on analysis of several economic sectors or regions in the country, in others, such documents analyze the processes of establishing and/or operating business generally in the country. However, the latter approach is more appropriate for small countries, where business activity is concentrated in few big cities.

As Ukraine is a large country with rather decentralized local authorities, this document is focused on one administrative unit only, i.e., the city of Sevastopol.

Drafting the Investor Roadmap for Sevastopol was based on the case study of a potential investor interested in establishing business in this region of Ukraine and analysis of the steps he needs to undertake.

While developing the Investor Roadmap, a review was implemented of the requirements of the current national legislation and local normative-legal framework with the references to those sources placed in the body of this document. In addition, use was made of open international, national, and local sources of information on the Internet.

Investing may be divided in three stages:

1) Collection of relevant information and making a preliminary decision to invest;
2) In case of a positive preliminary decision, the investor embarks on the next stage, namely, preparatory actions or investment launching. At this stage, it is worth taking into account the fact, that under certain circumstances (discovery of new information, various obstacles, force-majeure, change of political situation both in the region, and the country in general, etc.), the investor may renounce the initial decision;
3) After completion of the preparatory steps, the investor could then proceed to investing or operations.

This document makes an emphasis on the second stage as one of the most crucial in making the final decision to invest into region’s economy. In addition, Chapter 3 provides the information, which could be useful for the investor when passing through the first stage.

Stage two of investment activity could also be tentatively broken down into three distinct subgroups of investor’s steps to be taken in the city of Sevastopol, which are described in more detail in Chapter 4.

A flowchart of these stages is summarized in the below diagram: Procedures to Pass for Investing in Sevastopol.
Collection of information and preliminary approval

Preparatory actions

4.1. Legalization of foreign official documents

4.2. Permit for temporary residence and employment of foreign nationals

4.3. State registration of foreign investments

4.4. State registration of economic entities

4.5. Post-registration procedures

4.6. Passing through permit procedures

4.7. Activity licensing

4.8. Land acquisition

4.9. Purchasing a privately-owned land and/or other real property

4.10. Lease of state and municipal property

4.11. Construction of facilities for the conduct of investment activity

4.12. Connecting the facility to the utilities

Operational activity

- Steps to be taken solely by investor
CHAPTER 2. CITY PROFILE

2.1. SEVASTOPOL CITY OVERVIEW

Total area: 1079.60 sq km, including land area of 864sq km and bay water area of 215sq m;
Population: 381,300;
Population density: 441 per sq km.

Sevastopol is located in the southwestern part of the Crimean peninsula, on the shore of numerous (38) Black Sea bays, with the Sevastopol Bay being the largest. The city is home to the main bases of the Ukrainian and Russian naval fleets, and a large merchant port.

On the west and south, Sevastopol is washed by the Black Sea. All the three ranges of the Crimean Mountains (External, Internal, and Main ranges) have their beginnings in the region. Sevastopol is one of Ukraine’s 27 administrative regions.

The city of Sevastopol has a special status. Its area is subdivided into four administrative raions. Two of those (Gagarins’kyi and Lenins’kyi) only include city blocks, while the other two (Balaklavs’kyi and Nakhimovs’kyi) also include the town of Inkerman and Sevastopols 28 surrounding villages and more than 30 settlements without a locality status (either agrarian or special settlements).

The Sevastopol coastal area is unique in Crimea thanks to its 38 convenient, well-protected, non-freezing bays. The longest Sevastopol Bay extends more than 8 km inland. The Sevastopol is considered as one of the few most convenient bays worldwide. There are 12 sea-going nations within a 600 km radius from Sevastopol, which points to a high profitability of shipping using the city’s non-freezing deep-water ports. The total length of quays is about 30 km. The shortest route from Asia and Eastern Europe to the Middle East, Mediterranean, and South Europe is through Sevastopol.

The climate of the Sevastopol region is a relatively mild, maritime climate, to moderately continental in the foothills, with “shades” of subtropical Mediterranean type on its southeastern coast. The average monthly air temperatures are always above zero throughout the year. February is the coldest month with 2.6°C, and July is the warmest with 22°C-24°C.

Sevastopol is Ukraine’s best city for living. The average life expectancy is 69.7 years (63.7 years for men and 75.2 years for women). According to the official statistics, Sevastopol has Ukraine’s lowest child mortality of 3.7 per 1000. The registered unemployment in Sevastopol is 0.68% of its employable population.

Sevastopol ranks among the top three most visited regions of Ukraine. Tourists and holiday-makers boost its population to 1 million in summer.

In terms of the educational level of its population, the city of Sevastopol ranks third in Ukraine (32.5% of city residents have completed university-level education) after Kharkiv and Kyiv (45.82% and 37.3%, respectively).

Sevastopol is an important industrial center. The key city industries include instrument-making, food industry (fisheries, viticulture etc.), mining (fluxing and construction limestone), light, and woodworking industries.
2.2. STRUCTURE OF CITY’S LEGISLATIVE AND EXECUTIVE BRANCHES

In September 1998, the Constitutional Court of Ukraine rejected Sevastopol’s request to elect Chairman of City Council by direct vote due to absence of a law on the status of the city of Sevastopol. Since there is still no law on the status of the city of Sevastopol today, Chairman of the City Council is elected by members of the City Council. The Sevastopol City Council of the 6th Convocation and the Sevastopol City State Administration have signed an Agreement on Interaction. For the purposes of implementing mutual relations between the Council and the Administration under the existing Ukrainian legislation, as well as for proper addressing the issues of socioeconomic and cultural city’s development, and social protection of the population, on a provisional basis before the Law of Ukraine “On the Status of the Hero City Sevastopol” is passed, the Agreement sets out the key directions and procedure of interaction, as well as the rights and responsibilities of the Council and the Administration arising from their own and delegated governance functions.

The Sevastopol City Council performs the legislative functions, and the Sevastopol City State Administration implements the executive functions. As mentioned above, the city of Sevastopol is subdivided into four administrative raions. In each of the raions, raion councils perform legislative functions, and raion administrations implement executive functions. In the town of Inkerman, urban-type settlement Kacha, and villages (Andriyivka, Verkhynosadove, Orlyne, and Ternivka), citizens have the right to elect their chief executive.

Vladimir Grigorievich Yatsuba, Chairman, Sevastopol City State Administration

Yuriy Vasilievich Doynikov, Chairman, Sevastopol City Council

The Sevastopol City Council is comprised of 75 members serving on eight standing

1 http://docs.sevsovet.com.ua/index.php?option=com_k2&view=item&id=78:soglash&Itemid=201
commissions (see CONTACTS):
1. Standing Commission on budget, finance, city’s socioeconomic and investment development, and regulatory policy chaired by Petr Yakovlevich Kudryashov; 
2. Standing Commission on youth, sports, culture, and tourism chaired by Vladimir Leonidovich Demchenko; 
3. Standing Commission on human rights and deputy ethics chaired by Vitaliy Vladimirovich Malikov; 
4. Standing Commission on social and humanitarian issues chaired by Vladimimir Illich Chekmezov; 
5. Standing Commission on city economy, transport, and municipal property management chaired by Aleksandr Petrovich Staryi; 
6. Standing Commission on urban development, regulation of land and water relations chaired by Gennadiy Stepanovich Rasskazov; 
7. Standing Commission on industry, agribusiness, trade, and entrepreneurship chaired by Dmitrii Anatolievich Belik; 
8. Standing Commission on protection of natural environment, ecological safety, and emergency situations chaired by Karp Viktorovich Bulatov.

Deputy factions in the Sevastopol City Council of VI Convocation:
1. Party of the Regions’ Sevastopol Region deputy faction – 60.5% 
2. Russian Bloc deputy faction – 12% 
3. Communists of Sevastopol deputy faction – 10.5% 
4. Strong Ukraine deputy faction – 5% 
5. People’s Party deputy faction – 4% 
6. Progressive Socialist Party of Ukraine deputy faction – 4%.

2.3. INVESTING IN CITY’S ECONOMY

Priority Industries for Investing
The city’s economy priority investment sectors include:
- Development of port infrastructure;
- Ship repair and shipbuilding;
- Development of agribusiness;
- Tourism and recreation.

Table 1. Major (Leading) Enterprises of Sevastopol

<table>
<thead>
<tr>
<th>Enterprise</th>
<th>Activity</th>
<th>Number of employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Balaklava A.M.Gorky Mining Private Joint Stock Company</td>
<td>Extractive industry</td>
<td>857</td>
</tr>
<tr>
<td>Kachinsky+ LLC</td>
<td>Agricultural enterprise</td>
<td>693</td>
</tr>
<tr>
<td>Czar’ Khleb Public Joint Stock Company</td>
<td>Industrial bakery</td>
<td>555</td>
</tr>
<tr>
<td>Zolotaia Balka Agricultural Firm LLC</td>
<td>Wine-making</td>
<td>539</td>
</tr>
<tr>
<td>The Sevastopol Marine Plant Public Joint Stock Company</td>
<td>Sea and river shipping, ship repair, cargo handling and</td>
<td>362</td>
</tr>
<tr>
<td>Company Name</td>
<td>Industry</td>
<td>Investment (USD mn)</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Marine Industrial Complex Private Stock Company</td>
<td>Shipping</td>
<td>352</td>
</tr>
<tr>
<td>Inkerman Fine Vintage Wines LLC</td>
<td>Wine-making</td>
<td>312</td>
</tr>
<tr>
<td>Sevastopol Winery State Enterprise</td>
<td>Wine-making</td>
<td>210</td>
</tr>
<tr>
<td>Southern Sevastopol Ship Repair Plant LLC</td>
<td>Ship repair</td>
<td>197</td>
</tr>
<tr>
<td>Yugreftranslot Public Joint Stock Company</td>
<td>Fish industry</td>
<td>80</td>
</tr>
</tbody>
</table>

**Dynamics of Foreign Investment in Sevastopol City Economy from 1997 through 2011 (USD mn)**

![Graph showing the cumulative amount of foreign investment by year end and growth of foreign investment.]

**Key Investing Sectors (%)**

- Keal property, leasing, engineering, and service provision: 17%
- Construction: 11%
- Industry: 34%
- Transport and telecommunications: 38%
Key Investor Countries (% of Total Investment)

- Cyprus: 18.5%
- The Russian Federation: 20.4%
- Seychelles: 0.2%
- Virgin Islands: 3.3%
- Panama: 0.9%
- United Kingdom: 0.2%
- Lithuania: 0.3%
- China: 2.1%
- USA: 2.1%
- Germany: 0.9%
- other countries: 51%
CHAPTER 3. INFORMATION RESOURCES

3.1. GLOBAL INFORMATION BASE

When making an investment decision, a potential investor requires as much as possible reliable information about the country and its business environment. The main sources for providing investors with such information include:


3) **A ranking of countries by corruption level** calculated by Transparency International as Corruption Perceptions Index. According to the information presented by this source, the corruption index of countries is evaluated on the scale of ten moving up from the most corrupt to the least corrupt. The Ukraine’s Corruption Perceptions Index is 2.3. The 2011 data for 183 countries are available at [http://cpi.transparency.org/cpi2011/results/](http://cpi.transparency.org/cpi2011/results/).

4) **The Index of Economic Freedom** in 179 ranked world countries provided by The Heritage Foundation based on a review of country’s ten economic freedom indicators. According to this ranking, Ukraine occupies the 163rd position in terms of its economic freedom. The countries’ ranking and full report are available at [http://www.heritage.org/index/ranking](http://www.heritage.org/index/ranking).


All the abovementioned resources are in English. However, data on Ukraine in the annual World Bank Doing Business report are also available in Russian at [http://russian.doingbusiness.org/data/exploreeconomies/ukraine](http://russian.doingbusiness.org/data/exploreeconomies/ukraine).

3.2. NATIONAL INFORMATION BASE

Information about Ukraine’s economic and investment policies, key macroeconomic indicators of country's economic and social development is published at the following national Internet sites:

1) The official website of the **Ministry of Economic Development and Trade of Ukraine** [http://www.me.gov.ua/](http://www.me.gov.ua/) provides information on key indicators of country's socioeconomic development, investment component of its Gross Domestic Product, analysis of several economic sectors, and other useful data. The information is in Ukrainian; however, some analytical materials are also available in English at [http://www.me.gov.ua/control/en/publish/category/main?cat_id=153948](http://www.me.gov.ua/control/en/publish/category/main?cat_id=153948).
2) The official website of the **Ministry of Finance of Ukraine** provides information on Consolidated and State Budgets, analytical publications on government debt in Ukrainian, English, and Russian at [http://www.minfin.gov.ua/](http://www.minfin.gov.ua/);

3) The official website of the **State Statistics Committee of Ukraine** provides the investor with official statistic data on social and economic situation in the country, consumer price and producer price indices, import and export volumes in the regions at [http://www.ukrstat.gov.ua/](http://www.ukrstat.gov.ua/). All the essential information is presented in the Ukrainian, Russian, and English languages. According to the official statistics reports, Ukraine’s GDP totaled UAH 1,316,600mn in 2011, with GNI of UAH 1,297,840mn. Foreign direct investment totaled $6,473.1mn in 2011. As of 31 December 2011, the amount of foreign investment reached $49,362.3mn, which is 10.2% more than the amount of investment at the beginning of 2011. The per capita investment amounted to $1,084.3 in 2011.

4) In addition, when selecting a region for investing, it may be useful to check **Ukrainian regions’ competitiveness data** provided in the format of an annual report, based on the research by the Foundation for Effective Governance in association with the World Economic Forum and using latter’s methodology, the same as the one applied for the WEF Global Competitiveness Report ranking. This annual report is available in Ukrainian, English, and Russian on the Foundation’s website at [http://www.feg.org.ua/ua/cms/projects/studying_Ukraine_competitiveness](http://www.feg.org.ua/ua/cms/projects/studying_Ukraine_competitiveness).


### 3.3. LOCAL INFORMATION RESOURCES

The main information resources of the city of Sevastopol include the official website of the Sevastopol City State Administration at [www.sev.gov.ua](http://www.sev.gov.ua), and the official website of the Sevastopol City Council at [www.sevsovet.com.ua](http://www.sevsovet.com.ua).

**The City Investment Web-portal:** [www.investsevastopol.com](http://www.investsevastopol.com). The website presents comprehensive information about Sevastopol’s investment potential, city’s priority industries, catalog of investment projects and catalog of land plots, which can be leased at land actions, city’s investment passport, and plenty of other useful information. Special sections of the website present to visitors an electronic catalog of local enterprises, news, as well as the picture and video galleries. The website information is available in Russian and English.
CHAPTER 4. INVESTOR’S ROUTE MAP FOR THE CITY OF SEVASTOPOL
4.1. LEGALIZATION OF FOREIGN OFFICIAL DOCUMENTS

Many procedures require that the investor should present certain documents (e.g., passport or company charter in case of a corporate investor) issued in the country of investor's origin and executed in a foreign language accordingly.

Since 22 December 2003, the Hague Convention, revoking the requirement to legalize official foreign documents (1961), has become effective in Ukraine, which acceded to the Convention on 10 January 2002.

The official documents to be used in the territory of the Convention member states shall be attested with a special Apostille stamp (hereinafter “apostil”), provided by the authorized state body, which compiled the document.

The official documents with apostil do not require any further authentication (legalization).

Such documents may include:

a) the documents issued by a body or official and effective in the country’s jurisdiction, including the documents, issued by the prosecutor’s office, court secretary, or marshal of the court;

b) administrative documents;

c) notary acts;

d) official certifications on the documents signed by individuals in their private capacity, such as official certifications of the document’s registration or the fact existing at a certain date, as well as official and notary signatures authentications.

However, the Convention articles shall not apply to:

a) the documents drawn up by diplomatic or consular agents;

b) the administrative documents directly related to commercial or customs transactions.


Each member state shall exempt from legalization the documents within the scope of the Convention, which are to be presented in its territory. In terms of the Convention, legalization is understood exceptionally as a formal procedure applicable by diplomatic and consular agents of the country, in whose territory the document is to be presented, to authenticate the signature, the capacity of the signee, and, if relevant, the seal or the stamp on the document. Legalization of documents through attachment of an apostil shall be implemented by a specially authorized body in each member state of the Convention. The information about such bodies must be presented to the Ukrainian Ministry of Foreign Affairs.

If a country is not on the list of the 1961 Hague Convention member states, a consular legalization procedure shall apply. Any foreign documents intended for use in the territory of Ukraine shall be legalized at a Ukrainian consulate abroad after their legalization at the Ministry of Foreign Affairs or any other authorized official agency of the document's country of origin according to the procedure established by that country’s law.

If no Ukrainian consulate is accredited in the documents’ country of origin, foreign documents can be legalized by the Apostil and Reclamation Division at the Consulate...
Service Department of the Ukrainian Foreign Ministry\(^2\), provided such documents have been authenticated by the Foreign Ministry of the documents' country of origin and by the consulate of that country representing its interests in Ukraine.

The documents subject to apostil stamp authentication and authentication in terms of consular legalization may also be submitted to the Departments of the Ministry of Foreign Affairs of Ukraine in Ukrainian cities\(^3\).

The Ukrainian government has concluded bi- or multilateral agreements on abrogating the official documents legalization requirement with a number of countries (listed in Table 2 below). The documents issued by these countries are to be translated into Ukrainian by a translation agency, and their translation consistency or the signature of the translator who has made the translation and presented his/her qualifications credentials shall be notarized. The documents authenticated by notary only are not legalized by consulates. The original documents shall be submitted with their copies.

Table 2. The List of Countries with which Ukraine Has Concluded Agreements on Abrogating Legalization of Official Documents

<table>
<thead>
<tr>
<th>People's Democratic Republic of Algeria</th>
<th>Republic of Kazakhstan</th>
</tr>
</thead>
<tbody>
<tr>
<td>States of the former Yugoslavia</td>
<td>Republic of Cuba</td>
</tr>
<tr>
<td>Republic of Estonia</td>
<td>Republic of Moldova</td>
</tr>
<tr>
<td>Kyrgyz Republic</td>
<td>Republic of Poland</td>
</tr>
<tr>
<td>Democratic People’s Republic of Korea</td>
<td>Republic of Tajikistan</td>
</tr>
<tr>
<td>Republic of Latvia</td>
<td>Republic of Turkey</td>
</tr>
<tr>
<td>Republic of Lithuania</td>
<td>Republic of Uzbekistan</td>
</tr>
<tr>
<td>Mongolia</td>
<td>Russian Federation</td>
</tr>
<tr>
<td>Republic of Azerbaijan</td>
<td>Romania</td>
</tr>
<tr>
<td>Republic of Albania</td>
<td>Slovak Republic</td>
</tr>
<tr>
<td>Republic of Belarus</td>
<td>Socialist Republic of Vietnam</td>
</tr>
<tr>
<td>Republic of Bulgaria</td>
<td>Turkmenistan</td>
</tr>
<tr>
<td>Republic of Armenia</td>
<td>Republic of Hungary</td>
</tr>
<tr>
<td>Republic of Georgia</td>
<td>Czech Republic</td>
</tr>
</tbody>
</table>

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4.2. PERMIT FOR TEMPORARY RESIDENCE AND EMPLOYMENT OF FOREIGN NATIONALS

According to the requirements of the Law of Ukraine "On the Legal Status of Foreigners and Persons without Citizenship"\(^4\), a foreign national must obtain a residence permit and register the place of his/her temporary residence in Ukraine.

The requirements to the procedure of document submission for obtaining a

---

\(^2\) The Apostil and Reclamation Division at the Consular Service Department is open on all working days, documents are accepted from 9:00 to 12:00 at 2 Velyka Zhytomyr'ska St., Kyiv, 01018. For legalization inquiries call: +38044-238-16-69; fax: +38044-238-16-69.

\(^3\) Documents may also be submitted to Departments of the Ukrainian Ministry of Foreign Affairs in the following Ukrainian cities:
- L'viv at 18 Vynnychanka St., Offices 118, 119, L'viv, 79008. Tel.: +38032-235-64-78, Fax: +38032-235-62-55, e-mail: mfa_lv@mfa.gov.ua
- Odesa at 3 Vidradna St., Odesa, 65012, Tel.: +38048-729-68-48, 729-68-43, 729-68-46, Fax: +38048-725-86-37, 729-68-42, e-mail: mfa_od@mfa.gov.ua
- Simferopol at 13 Kirova St., Simferopol, 95005, Offices 133, 134. Tel.: +380652-25-20-08, 25-03-76, Fax: +380652-25-20-08, e-mail: mfa_cr@mfa.gov.ua

\(^4\) http://zakon1.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=3929-12
residence permit are established by the Regulations on Entry of Foreigners and Persons without Citizenship in Ukraine, Their Departure from Ukraine, and Transit through Its Territory approved by Resolution of the Cabinet of Ministers of Ukraine dated 29 December 1995, No.1074\(^5\), as well as the Instruction on the Procedure for Extending the Term of Stay in Ukraine for Foreigners and Persons without Citizenship approved by Order of the Ministry of Internal Affairs of Ukraine dated 1 December 2003, No.1456\(^6\).

The appropriate set of documents should be presented to the Department of Citizenship, Immigration, and Registration of Individuals at the Sevastopol Office of the Ministry of Internal Affairs of Ukraine.

According to paragraph 14.3 of the Instruction on the Procedure for Extending the Term of Stay in Ukraine for Foreigners and Persons without Citizenship approved by Order of the Ministry of Internal Affairs of Ukraine dated 1 December 2003, No.1456, decisions to extend the term of stay of foreigners and persons without citizenship shall be made by heads of territorial units of the Department in city units of the Ministry of Internal Affairs with regard to the foreigners and persons without citizenships staying in the territory of administrative jurisdiction, irrespectively of any established regime of mutual visits of citizens and term of stay in Ukraine, except for the persons arriving as the personnel of representative offices of foreign business entities, those seeking refuge, with the intent to obtain a refugee status, as well as for education, employment upon approval of employment centers, work under intergovernmental agreements, and religious activity.

Additional information is available from the Department of Citizenship, Immigration, and Registration of Individuals at the Sevastopol Office of the Ministry of Internal Affairs of Ukraine (see CONTACTS).

Employers shall have the right to engage foreign labor based on employment contract, only provided the employer has a permit from the State Employment Service to engage foreign labor according to the procedure set out by the Cabinet of Ministers of Ukraine. Otherwise, pursuant to the provisions of Article 8 of the Law of Ukraine "On Employment of Population," the employer shall be fined for each such individual employed without the appropriate permit at the rate of 20 minimum wages. The minimum wage amount is set annually by the respective State Budget Law. As of 1 April 2012, according to the Law of Ukraine “On the State Budget of Ukraine for the Year 2012,” the minimum wage amount is UAH 1094.

The procedure of employer’s obtaining a foreign national employment permit and documents submission procedure are prescribed by the Order of Issuing, Extension, and Cancellation of Permits to Employ Foreigners and Individuals without Citizenship, approved by the Resolution of the Cabinet of Ministers of Ukraine No. 322 dated 8 April 2009.

The employer shall submit the set of documents to the Sevastopol City Employment Center.

Foreigner’s employment permit is issued for a period of up to one year and is the ground for foreigner’s obtaining a visa of appropriate type, registration of his/her place of temporary residence in Ukraine, and being issued a temporary residence certificate for the permit’s validity period.

\(^6\)http://search.ligazakon.ua/l_doc2.nsf/link1/REG4130.html
4.3. STATE REGISTRATION OF FOREIGN INVESTMENTS

According to the Law of Ukraine “On Investment Activity”\(^7\), investment is understood as all types of property and intellectual valuables, contributed in the objects of business or any other type of activity, which result in generating a profit (income) or achieving a social impact.

Pursuant to the Law of Ukraine “On Foreign investment Regime”\(^8\), foreign investments may be realized in the following formats:

− participation in enterprises founded jointly with Ukrainian legal entities and natural persons, or acquisition of an interest in the existing businesses;
− establishment of enterprises wholly owned by foreign investors, branches, and other distinct divisions of foreign legal entities, or acquisition of entire active enterprises;
− acquisition of not prohibited by the Ukrainian Law immovable and movable property, including houses, apartments, premises, equipment, vehicles, and other property items, by means of direct acquisition of property and property complexes, or by means of shares, bonds, and other securities;
− acquisition of land use right and right to use natural resources in Ukrainian territory by investor’s own efforts or with participation of Ukrainian legal entities or natural persons;
− acquiring other property rights;
− economic/business activity based on production sharing agreements;
− other formats not prohibited by Ukrainian Law, including those without establishment of a legal entity based on contracts with Ukrainian economic agents.

Also, according to Article 13 of the abovementioned Law, State registration of foreign investments is not a mandatory procedure. It is worth mentioning that unregistered foreign investments do not grant the right for the investor to obtain the benefits and guarantees envisaged by the Ukrainian legislation, which may result in unexpected negative consequences in future. Namely, foreign investors may enjoy the following benefit: the property imported in Ukraine as foreign investors’ contribution to the statutory capital of enterprises with foreign investments (except the goods for sale or own use) is duty-exempt. Thus, registration of foreign investments allows the investor to protect its investment at the legislative level.

This procedure is prescribed by the Provision on Order of Foreign Investments State Registration, approved by the Resolution of the Cabinet of Ministers of Ukraine No. 928 dated 7 August 1996\(^9\), which envisages that it is the Sevastopol City State Administration, which shall act as a State registration body for this purpose.

The set of documents is to be submitted to the Department of Investment and Foreign Economic Activity at the Sevastopol City State Administration (see CONTACTS).

In addition, Article 24 of the Law of Ukraine “On Foreign Investment Regime” envisages the obligation of State registration of agreements/contracts on business cooperation, joint production, and other joint investment activities unrelated to legal entity establishment and concluded by Ukraine’s foreign economic activity entities with foreign investor’s participation in accordance with the law.

The order of that procedure is stipulated by the Provision on State Registration of the Agreements (Contracts) on Joint Investment Activity with Foreign Investor’s

\(^7\) http://zakon1.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=1560-12
\(^8\) http://search.ligazakon.ua/l_doc2.nsf/link1/2960093.html
\(^9\) http://zakon1.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=928-96-%D0%BF
Participation approved by the Resolution of the Cabinet of Ministers of Ukraine No.112 dated 30 January 1997. In this case, the relevant set of documents should also be submitted to the Department of Investment and Foreign Economic Activity at the Sevastopol City State Administration.

4.4. STATE REGISTRATION OF ECONOMIC ENTITIES

According to Article 55 of the Commercial Code of Ukraine, economic entities are participants of economic relations, which are pursuing an economic activity by realizing their economic competence (a set of economic rights and obligations), have separate property, and are liable under their obligations within the scope of that property, except as otherwise provided by law.

The economic entities include:

1) economic organizations, which are legal entities set up according to the requirements of the Civil Code of Ukraine; State-owned, municipal, and other enterprises established pursuant to the Commercial Code of Ukraine, as well as other legal entities conducting an economic activity and registered according to the procedure established by law;

2) citizens of Ukraine, foreign nationals, and persons without citizenship pursuing an economic activity and registered according to the current Ukrainian law as entrepreneurs.

Economic organizations have the right to open their branches, representative offices, and other separate divisions without establishing a legal entity (paragraph 6, Article 55 of the Commercial Code of Ukraine).

According to paragraph 1, Article 81 of the Civil Code of Ukraine, a legal entity can be established by consolidation of entities and/or property.

Legal entities may be established as companies, institutions, and in other forms prescribed by law (Article 83 of the Civil Code of Ukraine).

According to paragraph 1, Article 87 of the Civil Code of Ukraine, in order to establish a legal entity its participants/founders shall draft constituent documents in writing to be undersigned by all participants/founders, unless another procedure of their approval is stipulated by law.

A charter approved by participants or a founding agreement between participants shall be regarded as company’s constituent document, unless otherwise provided by law. A company set up by a single person shall be operating based on a charter to be approved by such person.

An institution shall be created based on an individual or general constituent act to be drafted by the founder/founders.

The constituent act may also be contained in a will. A constituent act drawn by one or several persons may be cancelled by the founder/founders before establishment of an institution.

A legal entity shall be considered established as of the date of its State registration (Article 87 of the Civil Code of Ukraine).

According to Article 89 of the Civil Code of Ukraine, a legal entity shall be subject to State registration pursuant to the procedure established by law. The State registration...
data shall be entered in the Unified State Register\textsuperscript{14} open for general access.

Pursuant to Article 4 of the Law of Ukraine “On State Registration of Legal Entities and Individuals-Entrepreneurs,” State registration of legal entities and individuals-entrepreneurs, i.e., certification of the fact of establishment or dissolution of a legal entity, certification of the fact of individual’s acquiring or losing his/her entrepreneurial status, as well as the performance of other registration actions as provided by the Law of Ukraine “On State Registration of Legal Entities and Individuals-Entrepreneurs,” shall be implemented by making respective entries in the Unified State Register of Legal Entities and Individuals-Entrepreneurs.

The State registration of legal entities and individuals-entrepreneurs shall be carried out by the State Registrar exclusively at the Executive Committee of City Council of an oblast-significant city or raion, or the Kyiv or Sevastopol city State administration at the corporate address of a legal entity or the place of residence of an individual-entrepreneur (Article 5 of the Law of Ukraine "On State Registration of Legal Entities and Individuals-Entrepreneurs").

In Sevastopol, State registration of legal persons and individuals-entrepreneurs is carried out by State Registrars of raion State administrations of the City of Sevastopol.

The opening hours for applicants of the State Registrars in Sevastopol are summarized in the table below:

<table>
<thead>
<tr>
<th>Raion</th>
<th>Telephone numbers, opening hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balaklavsky raion</td>
<td>(0692) 403769, Opening hours: Monday through Friday, from 9-00 to 18-00, lunch break: 13-00 to 13-45</td>
</tr>
<tr>
<td>Gagarinsky raion</td>
<td>(0692) 403762 Opening hours: Tuesday and Thursday, from 10-00 to 13-00</td>
</tr>
<tr>
<td>Leninsky raion</td>
<td>(0692) 403772 Opening hours: Tuesday and Thursday, from 9-00 to 13-00</td>
</tr>
<tr>
<td>Nakhimovsky raion</td>
<td>(0692) 403790 Opening hours: Tuesday, Thursday, from 13-00 to 17-00</td>
</tr>
</tbody>
</table>

4.5. POST-REGISTRATION PROCEDURES

In accordance with Articles 26 and 43 of the Law of Ukraine “On State Registration of Legal Entities and Individuals-Entrepreneurs,” post-registration procedures include registering a legal entity or individual-entrepreneur by the statistics authorities, the Pension Fund, and the State Tax Service.

On the day of legal entity's State registration, the State Registrar shall submit the registration card data to the relevant statistics authorities, the State Tax Service, and the Pension Fund of Ukraine for them to carry out the State registration of such legal entity.

The basis for legal entity’s registration by the statistics authorities, State Tax Service, and the Pension Fund of Ukraine is their receipt of data from the registration card to register a legal entity.

Note that in some cases, according to Article 181 of the Tax Code of Ukraine\textsuperscript{15}, economic entities will have to be registered with the State Tax Service as payers of value-added tax.

\textsuperscript{14} http://irc.gov.ua/ua/Poshuk-v-YeDR.html
\textsuperscript{15} http://zakon.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=2755-17
This requirement comes into effect if the sum total of the transactions for the supply of goods/services subject to value-added tax, including those using either local or global computer networks, credited/paid to such person within the last 12 calendar months in aggregate exceeds UAH 300,000 (value-added tax excluded). In this case, such person must be registered as payer of value-added tax with the office of the State Tax Service at his/her location/residence.

The procedure of registration of VAT payers is set out by Article 183 of the Tax Code of Ukraine.

The required documents must be presented to the Sevastopol City State Tax Administration (see CONTACTS).

4.6. PASSING THROUGH PERMIT PROCEDURES

When starting a business, the law nearly always requires obtaining certain permits. According to the Law of Ukraine “On Licensing in the Sphere of Economic Activity”\(^{16}\), a permit document means authorization, resolution, approval, certificate or other document, which a licensing authority must issue to the economic entity where such entity is granted the right to undertake certain actions with respect to the conduct of an economic activity or types of economic activity and/or without which an economic entity may not continue with certain actions related to the conduct of economic activity or types of economic activity.

The objects covered by issued permit documents may include natural resources, land plots, soil of land plots, structure, building, premises, equipment and mechanisms put in operation or being designed, a separate operation, a business activity of certain type, works and services, as well as the documents used by the enterprise when passing through the approval (permit) procedures (design documentation for construction projects, land documents, town-planning documentation, mining allotment).

The need to obtain permit documents is set forth by specific laws, particularly in the field of fire safety, construction, labor safety, sanitary and environmental safety of the population, etc.

According to Article 4 of the Law of Ukraine "On Licensing in the Sphere of Economic Activity," the issuance of permit documents is performed by local licensing authorities (within the respective administrative and territorial unit - city, raion, oblast) based on the principle of organizational integrity in an authorization center, coordinated by public administrator.

Basic requirements for the issuance of permit documents are stipulated by Articles 41, 7 of the Law of Ukraine "On Licensing in the Sphere of Economic Activity."

To obtain a required permit, documents shall be submitted to the Public Administrator of the Sevastopol Authorization Center at the following address (see CONTACTS).

The Sevastopol Authorization Center (SAC) established on 21 June 2010 has consolidated the local centers set up by raion State administrations of the City of Sevastopol.

The Public Administrators of raion State administrations and representatives of the Sevastopol city authorization agencies based at SAC are issuing and reissuing permits, issuing duplicates, revoking permits, and providing advice to economic entities in the matters related to the procedure of issuance of permits.

4.7. ACTIVITY LICENSING

Some types of economic activity in Ukraine may not be conducted without a license, i.e., a document certifying the entity’s right to conduct the licensed type of economic activity within a certain period of time, provided the license terms are met.

According to the Law of Ukraine “On Licensing Certain Business Activities”17, 45 types of business activities are subject to licensing in Ukraine (the list is provided in Article 9 of the Law). In addition, special laws stipulate 11 economic activities, which are to be licensed in accordance with such laws. These include: banking; professional activity of rendering financial services in securities market; foreign economic activity, television and radio broadcasting activities; activities in the field of power industry and use of nuclear energy; educational activities; intellectual property-related activity; production and distribution of ethyl, brandy, and fruit spirits, alcoholic beverages, and tobacco; activity in telecommunications; and construction activities.

Basic requirements for the licensing procedure are stipulated by the Law of Ukraine "On Licensing Certain Business Activities." In addition, the Resolution of the Cabinet of Ministers of Ukraine dated 4 July 2011, No. 75618 approved the List of Documents to be attached to the application for issuance of license for a specific economic activity.

A license to conduct certain business activities is issued for an unlimited term, except in cases when the Cabinet of Ministers of Ukraine limits the license validity period, but for no less than five years. The Resolution of the Cabinet of Ministers of Ukraine № 1755 dated 29 November 2000 "On the validity of licenses for certain types of economic activity, amount and manner of charging fee for its issuance"19 envisages such cases and sets the amounts of license fees.

It should also be noted that licensing of the economic activities related to the use of limited resources (mining for precious metals and gems; natural gas supply at regulated or non-regulated tariffs; storage of natural gas in volumes exceeding the level envisaged by the license terms) is carried out only based on the results of open bidding upon receipt of multiple applications for a license.

The economic activity under a license issued by a licensing body, which is the central executive body, may be conducted all over Ukraine. The economic activity under a license issued by a licensing body, which is a local executive body or special authorized executive body of the Councils, shall be conducted in the territory of the respective administrative and territorial unit.

The list of licensing authorities is approved by the Resolution of the Cabinet of Ministers of Ukraine № 1698 dated 14 November 2000 "On approving the list of licensing authorities."20

4.8. LAND ACQUISITION

In many cases, an investor needs a vacant plot of land to fully implement its economic activity.

A suitable plot may be either public, municipal or private land. The ways for an investor to acquire privately owned land are discussed in Section 4.9.

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17 http://zakon.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=1775-14
18 http://zakon1.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=756-2001-%D0%BF
19 http://zakon.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=1755-2000-%D0%BF
20 http://zakon.rada.gov.ua/cgi-bin/laws/main.cgi?nreg=1698-2000-%D0%BF
It should be noted that Article 19 of the Land code of Ukraine\(^{21}\) defines nine categories of Ukrainian land by their primary use. Also, the Order of the State Committee of Ukraine for Land Resources dated 23 July 2010, No.548\(^{22}\) approved the Classification of Land Uses.

According to paragraph 12 of the Transitional Provisions of the Land Code to be used until delineation between the State-owned and municipal property, the authority of land disposal (excluding the land transferred in private ownership) is vested with the village, settlement, and city Councils within settlement boundaries, and with the respective executive authorities outside them.

Since no delineation between the State-owned and municipal land has been implemented in Ukraine as yet, the Sevastopol City Council disposes of the land within the city of Sevastopol, and the Inkerman City Council disposes of the land within the city of Inkerman.

According to the Land Code, the investor may acquire the following rights in municipal land within the city of Sevastopol: the right of ownership, the leasehold, the right to develop somebody else’s plot of land (superficies), the right to use somebody else’s plot of land for agricultural purposes (emphyteusis), the right for a land parcel (share), the right of concession land plot use, and the right of joint land ownership (common partial ownership and joint ownership).

In terms of subsoil use-related issues, the land plots are granted after the registration of subsoil use rights in the prescribed manner (described in Section 4.13) and soil restoration in accordance with an approved project for reclamation of previously worked areas in a timely manner.

Pay attention to the limitations specified in Articles 81 and 82 of the Land Code for foreign legal entities and individuals prohibiting the acquisition of ownership right on lands for agricultural use by such persons. Moreover, paragraphs 13-15 of the Transitional Provisions of the Land Code impose restrictions on the acquisition by legal entities, whose constituent documents envisage agricultural production, of ownership rights on agricultural lands with the total area of 100 hectares and above, and the ban on the purchase/sale or other alienation of agricultural lands and land parcels (shares).

Municipal land is leased through a land bidding process. The municipal non-agricultural land or rights thereto (leasehold, superficies, emphyteusis) is sold to citizens, legal entities, foreign legal entities, and nationals through competitive bidding at auctions.

The procedure of competitive sale of plots of land or title thereto is established by Chapter 21 of the Land Code of Ukraine and by Resolution of the Sevastopol City Council dated 13 September 2011, No.1326 "On Amending the Resolution of the Sevastopol City Council dated 14 October 2033, No.1343 ‘On Approving the Regulation on the Procedure of Leasing Non-Agricultural Plots of Land.’"\(^{23}\)

The list of vacant plots offered for sale on a competitive basis within the Sevastopol city limits is available at the website of the Principal Directorate of the State Agency of Land Resources in the city of Sevastopol\(^{24}\) and at the City’s Investment Web-portal in the Catalog of Land Plots.\(^{25}\)

To submit the required documents and obtain additional information please contact

\(^{21}\) [http://zakon2.rada.gov.ua/laws/show/2768-14](http://zakon2.rada.gov.ua/laws/show/2768-14)
\(^{22}\) [http://zakon1.rada.gov.ua/laws/show/z1011-10](http://zakon1.rada.gov.ua/laws/show/z1011-10)
\(^{24}\) [http://dkzem.sebastopol.ua/content/spravka](http://dkzem.sebastopol.ua/content/spravka)
4.9. PURCHASING A PRIVATELY-OWNED LAND AND/OR OTHER REAL PROPERTY

The citizens and legal entities of Ukraine have the right to purchase plots of land pursuant to a sales contract, exchange, grant, inheritance, and other civil legal transactions. Conclusion of such transactions shall comply with the requirements of the Civil Code of Ukraine.

Transactions transferring the title in real property (including a plot of land) shall be executed in writing and notarized.

Such transactions may be certified both by State and private notaries. Further information about Sevastopol’s private notaries is available at http://notarius.ua/city/sevastopol.aspx.

Attached to the agreement under which the alienation of land in private ownership takes place is a public act on ownership of the land that is alienated (or was alienated).

Ownership of the land plot shall be certified by a public act, unless the ownership of land acquired from a private owner without changing its boundaries and purpose is certified by: civil-law agreement on alienation of land, concluded in the manner prescribed by law, if the land ownership is acquired under such agreement; certificate of inheritance.

The transactions on transfer of the right of ownership to a land plot are also subject to State registration. It should be noted that ownership of the land is only effective after the State registration of these rights.

The procedure of State registration is regulated by the Law of Ukraine "On State Registration of Real Estate Rights and Their Encumbrances."26

Depending on the land location, the documents for the issue of title documents and State registration of ownership to such land shall be submitted to the Sevastopol Authorization Center (see CONTACTS).

According to Article 657 of the Civil Code of Ukraine, sales contracts for an integrated property complex, residential building (apartment) or other real property shall be made in writing and shall be subject to notarization and State registration, except for sales contracts for the property in tax lien.

State registration procedures for the real property located on plots of land are regulated by the Law of Ukraine “On State Registration of the Real Estate Rights and Their Encumbrances” and Interim Provision on the manner of State registration of ownership and other real estate rights, approved by the Order of the Ministry of Justice of Ukraine No. 7/5 dated 7 February 2002 (in the version of the Order of the Ministry of Justice of Ukraine No. 1692/5 dated 28 July 2010)27.

The Law of Ukraine of 11 February 2010, No. 1878-VI "On Amending the Law of Ukraine ‘On State Registration of the Real Estate Rights and Their Encumbrances’ and Other Legislative Acts of Ukraine” (hereinafter referred to as the “Law”) provides for creating a unified system for State registration of real property rights and encumbrances.

The system of State registration of rights is comprised of a specially authorized central executive agency for State registration of rights, which is the Ministry of Justice of Ukraine, which ensures implementation of the State policy in the area of State registration.
of rights, and its local offices, which are agencies for State registration of rights.

The Registration Service of the Principal Justice Directorate in the city of Sevastopol (see CONTACTS), which is subordinated to the State Registration Service of Ukraine, is a structural unit of the local office of the Ministry of Justice of Ukraine, which ensures implementation of functions of the Ukrainian State Register. The Service operates pursuant to the Regulation of the Registration Service of the Principal Justice Directorate in the city of Sevastopol agreed to by Chairman of the State Registration Service of Ukraine on 10 November 2011 and approved by Order No. 668/04 of the Principal Justice Directorate in the city of Sevastopol dated 11 November 2011.

Paragraph 2 Section II: Final and Transitional Provisions of the Law of Ukraine “On Amending the Law of Ukraine ‘On State Registration of the Real Estate Rights and Their Encumbrances’ and Other Legislative Acts” No. 1878-VI of 11 February 2010 stipulates that State registration of real property rights and their encumbrances according to the procedure set forth by the Law is to be enacted as of 1 January 2013.

According to paragraph 3 Section II: Final and Transitional Provisions, in the period before 1 January 2013, the State registration of:
- ownership and right of use (easement) in immovable properties located on plots of land, right of use (hire, lease) of a building or other permanent structures and their parts; ownership in unfinished construction projects, as well as accounting of vacant possessions, as well as beneficial ownership of real property shall all be carried out by registrars of the Bureaus of Technical Inventory set up before the enactment of this Law and connected to the Real Property Ownership Register;
- ownership and right of use (easement) of plots of land, right of permanent use of land, leases of land, right of use of land for agricultural purposes (emphyteusis), and right of development of land (superficies) shall be executed by local offices of the State Agency of Land Resources; and
- transactions, mortgages, and information on real estate encumbrances shall be executed by notaries and registrars of a legal entity reporting to the Ministry of Justice of Ukraine.

4.10. LEASE OF STATE AND MUNICIPAL PROPERTY

To carry out an investment activity the investor may also use vacant industrial sites and properties other than the land owned by municipal entities of the city of Sevastopol.

The investor can use such immovable property after leasing it according to the Law of Ukraine “On Lease of State and Municipal Property”28. It should be noted that according to Article 25 of this Law, the investor is entitled to buyout/privatization of the leased property if so stated in the municipal property lease agreement.

The Sevastopol City Council is directly responsible for the management and disposal of the property, in particular, of integrated property complexes of enterprises, their structural units, and the real property owned by the municipality.

According to paragraph 7 Article 9 of the Law of Ukraine “On Lease of State and Municipal Property,” both the State and municipal properties may only be leased on a competitive basis. The regulations of such tenders and bid submission procedures are set out by resolutions of the Sevastopol City Council, which are available in the relevant sections of the local information resources listed in Section 3.3.

The list of available State-owned immovable properties, which can be leased to

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28 http://search.ligazakon.ua/l_doc2.nsf/link1/T226900.html
investors, is available at the Regional Office of the State Property Fund of Ukraine in the Autonomous Republic of Crimea and in the City of Sevastopol (see CONTACTS).

To submit documents for leasing municipal properties the investor should contact the Municipal Property Fund of the Sevastopol City Council (see CONTACTS).

**4.11. CONSTRUCTION OF FACILITIES FOR THE CONDUCT OF INVESTMENT ACTIVITY**

The construction of facilities required for the conduct of investment activity on the plots of land obtained by the investor in the city of Sevastopol should be carried out in conformity with the Laws of Ukraine "On the Regulation of Urban Planning" [29], “On the Foundations of Urban Planning,” and “On Architectural Activity.”

The planned construction project, its functional use, and key parameters must be in line with the regime of area development specified for the purposes of urban development set out in the Master Plan of a locality (urban development documents establishing the principal decisions with regard to development, planning, building, and other uses of locality’s territory).

The Sevastopol City Master Plan documents are available at [http://sev.gov.ua/economy/genplanrazv](http://sev.gov.ua/economy/genplanrazv). For a more in-depth information regarding the Master Plan, as well as other urban development documents of Sevastopol please contact the Urban Development and Architecture Department at the Sevastopol City State Administration (see CONTACTS).

The procedure for obtaining the permits needed for the development of a plot of land is set out by the Law of Ukraine “On the Regulation of Urban Planning.”

It should be noted that the procedures for obtaining permits differ depending on the construction project complexity category. In terms of complexity of their architectural and building solutions and/or infrastructure equipment used, all construction projects are subdivided into complexity categories I, II, III, IV, and V.

A design organization and the customer shall place the construction project into the appropriate complexity category with due account for the requirements of State building standard DBN V.1.2-14-2009 “General Principles of Assuring Reliability and Structural Safety of Buildings, Installations, Building Structures, and Foundations," viz., its paragraph 5.1, which determines the class of consequences/liability for a building or a structure. This document is available at [http://dwg.ru/dnl/6926](http://dwg.ru/dnl/6926). The attachment P DBN А.2.2-3-2004 "The Composition and Procedure for Development, Agreement, and Approval of Design Documents for Construction" available at [http://www.budinfo.com.ua/dbn/49.htm](http://www.budinfo.com.ua/dbn/49.htm) may be used as reference for the complexity categories.

The investor may proceed with the construction work only after the appropriate construction documents have been developed, approved, and agreed. These documents shall serve as the basis for obtaining a permit for the performance of construction work and commissioning the completed shell-and-core projects.

The procedure for obtaining a permit for the performance of construction works and the procedure of commissioning of completed projects is set out by Articles 34 through 41 of the Law of Ukraine “On the Regulation of Urban Planning” and Resolution of the Cabinet of Ministers of Ukraine dated 13 April 2011, No.461 “The Issues of Commissioning of Shell-and-Core Projects” [30].

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The documents for obtaining a permit for the performance of construction works and commissioning of completed shell-and-core projects should be submitted to the Sevastopol Authorization Center (see CONTACTS).

4.12. CONNECTING THE FACILITY TO THE UTILITIES

In order to connect the built facility to the municipal utilities infrastructure, it is necessary to obtain the following specifications: a set of specifications and requirements for providing the facility with utilities, which shall comply with its design parameters, including in terms of water, heat, electricity, and gas supplies, sewage system, radio broadcasting system, external lighting, rainwater drainage, telephone service, telecommunications, production control, fire and industrial safety.

The specifications stipulate that the customer’s utility connections to trunk and other utility networks shall be located either on the boundary of the customer’s land plot or inside the land plot upon customer’s consent. The specifications shall comply with the legislation, contain reliable data, and justified requirements to the built facilities, and comply with the customers’ intent concerning the site development.


Based on the specifications, licensed organizations shall develop and approve the design documents, which serve as the basis for connecting the facility to the municipal utilities.

To obtain the specifications and tackle the issues of connecting to the water service and sewerage networks contact the Sevgorvodokanal Municipal Utility of the Sevastopol City Council (see CONTACTS).

To obtain the specifications and address the issues of connecting to the power grid contact the EK Sevastopolenergo Public Joint Stock Company (see CONTACTS).

To obtain the specification and resolve the issues of connecting to gas supply contact the Sevastopolgaz Public Joint Stock Company (see CONTACTS).

To obtain the specifications and resolve the issues of connecting to heat supply networks contact the Sevteploenergo Municipal Utility of the Sevastopol City Council (see CONTACTS). Samples of required documents are available at the official website http://sevteplo.com.ua/.

To obtain the specifications and resolve the issues related to the connection of cable networks (telephone service, radio, telecommunications, production control, the Internet) contact the Sevastopol Branch of the Ukrtelecom Public Stock Company (see CONTACTS).
CONCLUSION

The investor roadmap for Sevastopol contains no information regarding the third phase of investment activity, which involves investor’s operation in Sevastopol and would include the processes related with labor relations, taxation, and administration of taxes, import/export of products or services, government supervision (control and inspection of operating enterprises) etc.

This document is available in both the Russian and English languages. In case of any discrepancies between the English and Russian versions of the Investor Roadmap, the text in Russian should be a preferred version. All versions are freely available on the Internet. All the data and information are fit for use by both national and foreign investors.

All the information presented in the Investor Roadmap: Sevastopol is relevant and reliable. In case of changes to any information presented in this document, appropriate amendments and supplements will be made available on a timely basis to the online version (both in Russian and English, respectively) of the Roadmap published on the Web at www.investsevastopol.com
The List of Countries, which Have Effective Double Taxation Avoidance Agreements with Ukraine as of 5 April 2011

<table>
<thead>
<tr>
<th>Country</th>
<th>Signing date</th>
<th>Effective date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austria</td>
<td>16 October 1997</td>
<td>20 May 1999</td>
</tr>
<tr>
<td>Azerbaijan</td>
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<td>1 May 1997</td>
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<td>19 March 2002</td>
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<td>Kingdom of Morocco</td>
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<td>30 March 2009</td>
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<tr>
<td>Cuba</td>
<td>27 March 2003</td>
<td>The Law of Ukraine dated 20 November 2003, No.1321-IV, the agreement has not come into effect due to the counterparty’s implementation of internal government procedures</td>
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<tr>
<td>Kuwait</td>
<td>20 January 2003</td>
<td>22 February 2004</td>
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<td>22 April 2002</td>
<td>6 September 2003</td>
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<td>31 January 2010</td>
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<td>The Netherlands</td>
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<td>22 January 2003</td>
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<td>Pakistan</td>
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<td>Poland</td>
<td>12 January 1993</td>
<td>24 March 1994</td>
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<td>Portugal</td>
<td>9 February 2000</td>
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<td>Russian Federation</td>
<td>8 February 1995</td>
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<td>29 March 1996</td>
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<td>Singapore</td>
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<td>Syria</td>
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<td>Thailand</td>
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<td>Finland</td>
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<td>France</td>
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<td>Germany</td>
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<td>Croatia</td>
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<td>Czech Republic</td>
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<td>SAR</td>
<td>28 August 2003</td>
<td>23 December 2004</td>
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<td>Yugoslavia (Serbia and Montenegro)</td>
<td>22 March 2001</td>
<td>29 November 2001</td>
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**Agreements Signed but Not Ratified by Ukraine**

<table>
<thead>
<tr>
<th>Country</th>
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<tbody>
<tr>
<td>Luxembourg</td>
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<tr>
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**Former USSR Agreements Effective for Ukraine**

<table>
<thead>
<tr>
<th>Country</th>
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<tr>
<td>Spain</td>
<td>1 March 1985</td>
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<td>Cyprus</td>
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<td>Japan</td>
<td>18 January 1986</td>
<td>27 November 1986</td>
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</tbody>
</table>
CONTACTS
TELEPHONE CODE OF SEVASTOPOL +38 0692

Sevastopol City State Administration
(www.sev.gov.ua)

Chairman
54-22-39
E-mail: sgga@stel.sebastopol.ua, 2 Lenina St.

Desk for Citizen Inquiries
54-27-44
2 Lenina St.

Desk for Administration of State Voters' Register
54-35-97
2 Lenina St.

Department of Economy
54-74-16
E-mail: sevsec_inform@mail.ru, 2 Lenina St.
Finance Department
54-22-13
E-mail: gfu@stel.sebastopol.ua, 2 Lenina St.

Department of Investment and Economic Activity
53-50-76
E-mail: sevastopol.invest@gmail.com, 19 Lenina St.

Department of Industry, Infrastructure Development, and Agribusiness
54-29-14
E-mail: sgga@stel.sebastopol.ua, 2 Lenina St.

Section of Marine Water Area
54-43-19
19 Ochakovtsev St.

Department of Urban Planning and Architecture
54-58-68
E-mail: arhitektura.sevastopol@mail.ru, 2 Lenina St.

Department of Capital Construction
54-39-76
E-mail: uks-sevastopol@yandex.ua, 2 Lenina St.

Principal Department of Housing and Communal Services
45-21-72
E-mail: sevgujkh@ukr.net, 2 Lenina St.

Department of Labor and Social Protection of the Population
53-70-57
E-mail: sz4000@ukrpost.ua, 40 Rudnyeva St.

Department of Health
Fax 54-23-67
E-mail: iaoms@stel.sebastopol.ua, 4a Gogolya St.

Department of Culture and Tourism
54-02-73
E-mail: sevcult@ukr.net, 9 Sovetskaya St.

Department of Education and Science
55-57-27
E-mail: sev.uon@rambler.ru, 10 Shcherbaka St.

Office of Water Economy and Nature Management
54-04-17
E-mail: sggs_vod_priroda@ukr.net, 13 Lenina St.

Office of Transport and Telecommunications
54-32-19
E-mail: transportsgga@ukr.net, 38 Bol'shaia Morskaia St.

Office for Family, Youth, and Sports
54-04-95
E-mail: molodsgga@ukr.net, 2 Lenina St.

International Relations and Protocol Office
54-41-90
E-mail: sevastopol.protocol@gmail.com, 2 Lenina St.

Section for ethnicities
54-02-42
2 Lenina St.

Section for Power Industry and Energy Saving
55-60-54
2 Lenina St.

Service for Children's Affairs
54-25-19
E-mail: sevsdd@mail.ru, 2 Lenina St.
Raion State Administrations
Balaklavyi Raion State Administration
14 Novikova St. 63-22-60
Gagarinskyi Raion State Administration
8 Oktyabrskoy Revolyutsi Ave. 43-29-98
Leninsky Raion State Administration
9 Sovetskaia St. 54-36-32
Nakhimovskyi Raion State Administration
50 Rozy Lyuksemburg St. 54-64-50

Sevastopol City Council
(www.sevsovet.com.ua)
E-mail: gorsovet@stel.sebastopol.ua 54-44-66
3 Lenina St. 54-05-38
Standing Commission on budget, finance, city’s socioeconomic and investment development, and regulatory policy 54-18-68
Standing Commission on youth, sports, culture, and tourism 54-31-54
Standing Commission on human rights and deputy ethics 54-58-59
Standing Commission on social and humanitarian issues 54-18-98
Standing Commission on city economy, transport, and municipal property management 54-45-20
Standing Commission on urban development, regulation of land and water relations 54-48-30
Standing Commission on industry, agribusiness, trade, and entrepreneurship 54-31-54
Standing Commission on protection of natural environment, ecological safety, and emergency situations 53-51-93

Local Offices of Government Ministries and Other Central Executive Agencies
Office of the Ministry of Internal Affairs in Sevastopol
http://www.umvd.sebastopol.ua/ 59-44-59
10 Pushkina St. Fax 59-44-66
Office of the Security Service of Ukraine in Sevastopol
37 Lenina St., http://www.ssu.gov.ua/sbu/control/uk/index 54-30-00
Sevastopol Customs Office
http://www.customs.gov.ua 54-36-72
5a Nakhimova Square Fax 54-21-76
Principal Justice Directorate in Sevastopol http://sevjust.gov.ua/
3, 4th Bastionnaia St. 55-36-41
City Tax Administration http://sev.sta.gov.ua/ 55-00-41
56 Kulakova St. 55-51-65
State Office for the Protection of Natural Environment in Sevastopol
http://www.menr.gov.ua/ 53-98-31
3 Lastovaia St. Fax 49-29-40
State Ecological Inspectorate in Sevastopol
http://www.seveco.org/index.html 40-40-11
83 Khrustalyova St. Fax 57-02-57
Principal Directorate of the State Committee of Land Resources in Sevastopol
http://dkzem.sebastopol.ua/ 54-25-03
13 Demidova St.
Statistics Directorate in Sevastopol
http://www.sevstat.sevinfo.com.ua/
5 Gogolya St. 54-05-11

Sevastopol State Research and Production Center for Standardization, Metrology, and Certification http://www.standart-sevastopol.org.ua/
32, 6th Bastionnaia St. 55-90-01
Sevastopol City Employment Center
http://www.dcz.gov.ua/sev
40 Rudnyeva St. 53-70-58

Sevastopol Chamber of Commerce and Industry http://www.stpp.org.ua/
34 B. Morskaia St. 54-35-36

Regional Office of the State Property Fund in the Autonomous Republic of Crimea and in the City of Sevastopol http://www.spfu.gov.ua/ukr/
6 Vosstavshykh St. 54-06-44

Sevastopol Authorization Center http://sev.gov.ua/razr_syst/razr_org/
2 Lenin St. First Floor 45-61-09

Utility Connection Enterprises
Sevgorvodokanal Municipal Enterprise of Sevastopol City Council
http://sevgorvodokanal.org.ua/ 53-50-96
EK Sevastopolenergo Public Joint Stock Company
Sevastopolgaz Public Joint Stock Company
http://sevgaz.com.ua/ 44-96-89
Sevteploenergo Municipal Enterprise of Sevastopol City Council
Sevastopol Branch of the Ukrtelecom Public Joint Stock Company
http://www.ukrtelecom.ua/ 55-55-85

Banks in Sevastopol

Privatbank CB PJSC
0-800-500-003
15 Generala Ostryakova Ave.
http://privatbank.ua/

Oshchadbank OJSC
55-31-05
41 B. Morskaia St.
http://www.oschadnybank.com.ua/

Ukrcreditbank PJSC
54-11-82
15 Lenin St.
http://www.unicredit.com.ua/

Reiffesien Bank Aval JSC
0-800-500-500
14 Lenin St.
http://www.aval.ua/

VTB Bank PJSC
54-09-02 53-91-56

Alfa-Bank PJSC
53-94-00
52 B. Morskaia St.
http://www.alfabank.com.ua/

SEB Bank PJSC
54-09-00
23 B. Morskaia St.
http://www.seb.ua/pow/wcp/sebua.asp

Petrocommerz Bank-Ukraine PJSC
65-02-95
123g Generala Ostryakova Ave.
http://www.pcbu.com.ua/

Subsidiary of Sberbank of Russia PJSC
46 Oktyabrskoy Revolutsii Ave.
http://sberbank.com.ua/

First Ukrainian International Bank PJSC
0-800-500-49-00
10 Voronina St.
1 Nakhimova Sq.
http://www.vtb.com.ua/
Morskoy Bank PJSC
53-90-30
18/a Brestskaia St.
http://www.morskoybank.com
Pravex-Bank CB JSC
55-91-99
9 Mayakovskogo St.
http://www.pravex.com/rus/main
Prominvestbank PJSC
36a Generala Ostryakova St.
http://www.pib.com.ua/

http://www.pumb.ua/

OTP Bank JSC
0-800-300-050
33 Lenina St.
http://www.otpbank.com.ua/
Bank of Cyprus PJSC
48-11-26
48/1 B. Morskaia St.
http://www.bankofcyprus.com.ua/
Industrial Bank CM PJSC
41-94-69
63 Geroev Stalingrada Ave.
http://www.industrialbank.ua/

---

State Notarial Offices in Sevastopol

1st Notarial Office
65-74-78
207 Generala Ostryakova Ave.

2nd Notarial Office
65-01-01; 37-28-94
4 Rabochaia St.

3rd Notarial Office
43-23-34; 23-64-07
32 Oktyabrskoy Revolutsii Ave.

4th Notarial Office
71-62-22
18 Levanevskogo St.

5th Notarial Office
63-60-32
5 Nevkskaia St.

5th Notarial Office (Inkerman)
72-22-04
28 Menzhinskogo St.

6th Notarial Office
54-28-96
6 Pushkina St.

---

Legal Offices in Sevastopol

Arte Law Firm
40-51-69
4A Partizanskaia St., Office 46
http://www.arte-law.com/

Sevastopol Law Center
93-13-53
12 Generala Petrova
http://sevcenter-law.com/

Interpravo Firm
54-40-89
37 Novorossiyskaia St.
http://interpravo.com.ua/

Akademia Prava Law Agency
45-57-79
1 Odessaia St.

Yurist Firm
94-60-54
7 Olega Koshevogo St.
http://yrist.com.ua/

---

Audit Firms in Sevastopol

Trexim Firm
54-35-16
7 Nakhimova Ave.

South Star

Menelli Firm
45-37-66
1/46 Kostomarovskaia St., Office 34

Lavi-audit Firm
55-59-56
13, 4th Bastionnaia St.
**Ekonom Firm**
42-24-55
24A Geroyev Stalingrada St.
**Shevchuk Ye.V.**
54-89-60
1 Senyavina St., Office 14

**Franko-vug**
54-48-54
10 Lenina St., Office 10

**Privat Group of Companies**
94-63-37
28 B. Morskaia St., Office 15

**Order**
54-57-45
3A Senyavina St., Apt. 6

45-58-28
39 Suvorova St.
**Invet-audit Firm**
45-13-55
10A Kommunisticheskaia St.
**Goodwill Consulting Firm**
58-00-07
2 Gogolya St., Ukraina Hotel, Office 613

**Top Target Group Consulting**
050-138-82-50
170 Generala Ostryakova St., Office 26

**Lex Service Auditing Firm**
54-42-20
17 Kulakova St.
**Femida Auditing Firm**
55-60-53
39 Novorossiyskaia St.

**Major Developers in Sevastopol**

**Interstroiservis LLC**
45-11-11
22 Gogolya St.
http://interstroi.com.ua/

**Golden Gate Corporation**
47-73-33
23 B. Morskaia St.,
http://www.sev.zv.ua/

**Yugmonolit-Spetsstroi**
41-80-85
63 Geroev Stalingrada St., Office 12

**Parangon Company**
53-96-76
33-a/3-1 Vakulenchuka St.
http://parangon.org/

**Grand Invest Corporation**
Tel.(0692) 46-15-48
22 Pozharova St.
http://grandinvest.org/

**Social Initiative Company**
65-53-05, 65-51-61

44/1 Prospekt Pobedy

**Legalization, Apostil, and Translation of Documents in Sevastopol**

**Planeta Service Translation Agency**
54-81-85
30 Lenina St., Office 13
http://www.buro-perevodov.in.ua/

**Bureau of Good Offices**
54-45-16, 54-67-59
44 Novorossiyskaia St.
http://buroosslug.com.ua/page_91.html

**Translation Agency in Sevastopol**
(050) 843-47-80
http://buroperevodova.com.ua/load/

**Azbuka National Translation Agency**
095-134-29-28
http://azbuka-bp.com.ua/apostil.html

**Sevastopol Chamber of Commerce and Industry**
54-06-44, 54-61-51
34 B. Morskaia St.
http://stpp.org.ua/

**Aist Translation Center**
41-54-90
15 Kolobova St.
http://vseburo.com.ua/firms/firm-
### Customs Brokers in Sevastopol

**Skif Shipping LLC, Sevastopol Branch**  
67-64-65, 67-64-59  
2-V Prymorskaia St., Apt.53

**SpetsTorchServis LLC**  
93-36-99, 54-45-80  
1 Nakhimova St.

**Krym-Tranzit LLC**  
55-60-00, 54-84-71  
5 Novorossiyskaia St.

**Morconsultingservice State Enterprise, South Sevastopol Ship Repair Plant LLC**  
47-40-04, 47-40-04, 47-69-95  
24 Pravdy St.

### Design Organizations in Sevastopol

**KrimNIOProekt CJSC**  
55-52-65  
13 Demidova St.  
http://www.krimnioproekt.com/

**Sevastopol'skvi stroyproeekt PJSC**  
53-32-53  
1 Shelkunova St.  
http://sevproekt.com/

**Projektbudservis LLC**  
46-30-81  
88 G. Ostryakova Ave.

**Stroyproeekt LLC**  
55-74-33  
1/46 Kostomarovskaja/Butakova St.  
http://www.s-proekt.com.ua/

**Sevastopol Branch of the NIIProektrekonstruktsiya State Research, Scientific, Design and Survey Institute**  
55-07-48  
10 Shcherbaka St.  

**Yugrybproekt Research&Design Company LLC**  
55-61-04  
34 Batumskaia St.  
http://ugproekt.com.ua

**Svelio LLC**  
55-32-12  
18 Batumskaia St.  
http://svelio.com/

### Marketing Agencies in Sevastopol

**Biznes-Marketing Firm**  
48-91-28  
14 Vokzalnaia St.

**Conex Investment Consulting Company**  
45-41-40  
27 Odesskaia St.  
http://www.conex.biz.ua/

**Liga Firm**  
23-51-63  
10 Voronina St., Office 74

**Marketing Technology Workshop Firm**  
46-47-99  
50 B. Morskaia St.
INTERNATIONAL INVESTMENT FORUM

Sevastopol

ANNUAL INTERNATIONAL PLATFORM FOR DIALOGUE BETWEEN AUTHORITIES AND BUSINESS

www.InvestSevastopol.com