

UPON REQUEST ONLY
PRIVATE & CONFIDENTIAL

CORPORATE PROFILE

TAN LEE & PARTNERS

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BACKGROUND AND THE FIRM TODAY

Tan Lee & Partners has its genesis in a practice that started on 2nd April 1978. The firm has grown from a small practice to a medium size full service firm of 8 lawyers with 16 support staff. This Practice is now 33 years old. It is first and foremost a Practice that specialises in Conveyancing. However, over the years it has built up a successful practice that involves areas of Family Law, Corporate and the other areas described on the next page.

The Lawyers in this Practice are:-

PARTNERS

LEE CHOW SOON
SIVA S KRISHNASAMY
MABEL TAN SWEE HONG

CONSULTANTS

CHANG SET CHEE SHERYL
DAVID A MITCHELL

LEGAL ASSOCIATES

LIM SAY FANG LORNA
JEEVA ARUL JOETHY
KRISHNA R SHARMA

CLASSIFICATION OF PROFESSIONAL SERVICES

The areas of practice are:-

- A. Conveyancing and all other property related transactions, including collective Sales and Purchases.
- B. Banking, finance and corporate matters.
- C. General Litigation/Alternate Dispute Resolution.
- D. Family Law, including a seasoned Practice in Probates and Estate Planning and Succession.
- E. Criminal Practice.

The organisation structure of the lawyers in the firm is :

A. CONVEYANCING

LEE CHOW SOON
SIVA S KRISHNASAMY
MABEL TAN SWEE HONG
CHANG SET CHEE SHERYL
DAVID A MITCHELL

B. CORPORATE

LEE CHOW SOON
SIVA S KRISHNASAMY
DAVID A MITCHELL
LIM SAY FANG LORNA

C. LITIGATION / ALTERNATE DISPUTE RESOLUTION

SIVA S KRISHNASAMY
LIM SAY FANG LORNA
JEEVA ARUL JOETHY
KRISHNA R SHARMA

D. BANKING FINANCE & SECURITY

LEE CHOW SOON
MABEL TAN SWEE HONG
CHANG SET CHEE SHERYL
DAVID A MITCHELL

E. FAMILY LAW

LIM SAY FANG LORNA
MABEL TAN SWEE HONG
CHANG SET CHEE SHERYL
JEEVA ARUL JOETHY
KRISHNA R SHARMA

F. CRIMINAL PRACTICE

SIVA S KRISHNASAMY
JEEVA ARUL JOETHY

G. INTELLECTUAL PROPERTY

SIVA S KRISHNASAMY

H. MEDICAL NEGLIGENCE

SIVA S KRISHNASAMY
LIM SAY FANG

I. COMMISSIONER FOR OATHS

LEE CHOW SOON
SIVA S KRISHNASAMY

J. NOTARY PUBLIC

LEE CHOW SOON

A. CONVEYANCING AND PROPERTY RELATED TRANSACTIONS

The Practice has an extensive arm that specialises in all areas of Property Transactions. We undertake and act for Financial Institutions in the drafting, preparation and registration of security documentation. Above and beyond retail property transaction, we are equally instructed by Vendors, Purchasers and the Financial Institutions to advise and act in the area of Enterprise Banking. We advise Small & Medium Sized Enterprises in all areas. We act for the Building Control Authority and SAFRA, including SAFRA's other entities. Since 2000, the Practice has been involved in collective sales and purchases of Condominiums and private landed properties.

From time to time, the firm acts for United Overseas Bank Ltd, DBS Bank Ltd, Overseas Chinese Banking Corporation Ltd, HongKong Shanghai Banking Corporation Ltd, Malayan Banking Berhad, RHB Bank Berhad, the ANZ group, State Bank of India, Hong Leong Finance Ltd, Lloyds TSB Bank PLC, Fortis Bank, Singapore Investments & Finance Ltd.

We are on the CPF Board Conveyancing Panel.

Ordinarily, in most cases, a partner and a legal associate are assigned to handle cases from any one particular institutional client.

The firm has acted for a number of development projects - from warehousing (Airport Link) to residential condominium/developments (Loyang Valley, Kismis Court, the Orange Grove Road Condominium development of Garden Realty Pte Ltd, Seaview Point, Guillemard View, Kovan Estate, Pinewood Terrace, Beechwood Terrace, etc). The firm also acted in the purchase and re-sale of the building at Cecil Street now housing Bank Negara Indonesia (1946).

The firm is currently acting for a number of development projects as in;

- Butterfly Avenue, Centurion 12, Hilloft, Lorong K Telok Kurau, Naturalis, Richezza, Springleaf Green, Teresa Villas, Sims Dorado

The Firm is presently acting for the collective sale of Pomex Court, Casa Meyfort, Le Hill, Holland Hill Park and several others are on foot.

The Firm acts for developers in obtaining Qualifying Certificates and Developer's Licence from the Controller of Housing and for removal of restrictive covenants in land titles.

Seven (7) executives and paralegals are engaged in the preparation of conveyancing and securities documentation.

B. BANKING, FINANCE AND CORPORATE MATTERS

In the area of corporate work, the firm undertakes the entire gamut from incorporation to the restructuring or winding up of businesses and companies. The firm undertakes a range of services including secretarial services and advising clients on all other areas of company and commercial affairs. Our clients include:-

- (i) Sembawang Resources Ltd
- (ii) Singapore Pools (Pte) Ltd
- (iii) Broadway Group of Companies
- (iv) Shimano (S) Pte Ltd
- (v) Singapore Dai-Ichi Pte Ltd
- (vi) Shaar & Niemeyer (Far East) Pte Ltd
- (vii) L. C. Development Ltd
- (viii) SAFRA National Service Association
- (ix) National Service Resort & Country Club
- (x) Institute of Certified Public Accountants
- (xi) Singapore Institute of Surveyors & Valuers
- (xii) Vinmar Inc.
- (xiii) RDC Holdings Pte Ltd
- (xiv) Building and Construction Authority
- (xv) Casio, Singapore

The firm undertakes the drafting and vetting of building contracts, consultancy and service agreements for development and construction companies. The firm negotiates and drafts computer contracts, sale and purchase of assets (including ships and aircraft), business contracts including agency, distributorship, partnership formation and dissolution, takeover of business and companies, royalties, novation and joint venture agreements for companies in Singapore, Malaysia and other parts of Asia, having acted for clients in China, Malaysia, Indonesia and USA jointly with local counsel as well.

The firm avails itself for consultation by clients on receivership pursuant to enforcement of debenture provisions and on the relevant provisions of the Banking, Companies and the Conveyancing & Law of Property Acts and related laws.

The firm has acted for shipping companies in the purchase of foreign vessels, flag registration and ship financing, arrests of vessels, ship-building contracts.

The firm advises on intellectual property rights and assists clients in protecting their rights including the registration of patent, trade-marks, service marks and design rights.

In view of the downturn in the economy in the late 20th century and early 21st century, the firm has also been actively involved in advising clients on corporate restructuring and/or insolvency issues, particularly in respect of clients in the construction industry.

The firm is also on the Panel of the Building and Construction Authority.

C. GENERAL LITIGATION / ALTERNATE DISPUTE RESOLUTION

The Lawyers handle a wide range of matters which include:-

- . Construction Law Practice.
- . Foreclosure Actions and Receiverships, Marine Cargo Claims, Charterparties, Breach of Contract and Negligence cases, Road Accidents, Industrial Accidents and related claims, Intellectual Property, Bad Debts Recovery and Execution of Judgments.
- . Matrimonial Proceedings (Divorce, Maintenance, Custody of Children and Division of Matrimonial Assets).
- . Tenancy Disputes. Compulsory Acquisition of Lands, including Appeals against Collector's Award.
- . Disputes between Contractors and Homeowners. Disputes between Vendors and Purchasers of properties and other property related disputes.
- . Estate Matters (probate, letters of administration).
- . Employment.
- . Debt Restructuring / Insolvency.
- . Corporate and Commercial litigation including disputes arising from commercial relations, minority oppression of shareholders, shareholder disputes and/or breach of financing duties.
- . Alternate Dispute Resolution Practice.
- . Criminal Litigation including preparation of representations to the Attorney-General's Chambers for the purposes of reduction of charges, preparation of Pleas-in-Mitigation for the purposes of reduction in sentence, preparations for as well as conduct of trials in the Criminal Courts for a variety of offences under the Road Traffic Act, Misuse of Drugs Act, Penal Code and other statutes and more recently, Offences emanating from the Casinos.

The above includes the full conduct of trials in the Subordinate Court, the High Court and the Court of Appeal, as well as hearings under SIAC and ICC besides ad-hoc arbitration.

CONTRIBUTIONS TO PUBLIC AND IN-HOUSE SEMINARS

The firm's partners have delivered talks and papers at public seminars and conducted clients' in-house training programmes. Some of the past contributions include:-

- Gaming law for Singapore Pools (Pte) Ltd;
- Secrecy and Confidentiality for Singapore Pools (Pte) Ltd;
- Debt Management for RDC Ltd;
- Conveyancing and mortgages and execution proceedings for Credit POSB Pte Ltd and Malayan United Bank Berhad;
- Credit Control and Debt Collections for The Association of Small and Medium Enterprises.
- Hindu Endowments Board and its Temples
- Overseas assignments under the Ministry of Foreign Affairs' Asean Integration Programmes

LEE CHOW SOON, JP**Founding Partner**

Called to the Singapore Bar in 1978, Mr. Lee Chow Soon was one of the founding partners of TAN LEE & PARTNERS. Armed with more than 30 years' experience in legal practice, Mr. Lee is actively involved in and leads the firm's Corporate and Conveyancing departments. Mr. Lee is also a Notary Public and a Commissioner For Oaths and sits on several committees in a diverse range of corporations and/or bodies.

Current Appointments:

- Chairman of the Citizenship Committee of Inquiry
- Lay Person, Disciplinary Committee of ICPAS
- Vice Chairman of Seletar Country Club
- Senior Racing Steward, Singapore Turf Club
- Independent Director / Chairman of Audit Committee, Broadway Industrial Group of Companies
- Member, Board of Trustees IMH Endowment Fund
- Referee of the Small Claims Tribunal
- JP Magistrate, Neighbourhood Court
- Honorary Registrar of Marriages
- Justice of Peace
- PBM
- BBM

Notable Past Appointments:

- 1969-1975: Acting Assistant Secretary / Principal Assistant Secretary to the Government Administrative Service.
- 1975-1977: Secretary of Sentosa Development Corporation, Port Administrative Service, PSA.
- 1978: Deputy Manager, Housing and Urban Development Co (HUDC).
- 1979-1980: Company Secretary / Legal Management Services Manager to Singapore Bus Services (1978) Ltd

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SIVA S KRISHNASAMY**Partner**

Mr Siva Krishnasamy, has been in Practice for some 15 years. He is a Barrister-at-Law of Lincoln's Inn. He joined the firm in 2004 and is now a Partner. Mr Siva Krishnasamy has significant experience in the corporate sector, having worked in a commercial capacity in an MNC overseas for many years before pursuing a legal career. In law practice, he has substantial experience in the following areas of practice, namely, Conveyancing, Civil Litigation/Arbitration, Shipping Practice and in Criminal Law. He has acted successfully for opponents to a major en-bloc sale in one of the very few successful opposition cases before the Strata Title Board. He is involved actively in collective sales and purchases of private properties.

Current Appointment:

- Adjudicator, FIDREC
- Commissioner for Oaths
- Tutor, Singapore Institute of Legal Education
- Adjunct Lecturer, Ministry of Foreign Affairs, Asean Integration Programme
- Board of Visitors, SAF Detention Barracks
- Member, Temple Committee, Hindu Endowments Board

Notable Past Appointment:

- External Lecturer – Australian Maritime Institute

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TAN SWEE HONG MABEL**Partner**

Ms Tan graduated from the National University of Singapore and was called to the Bar in 1984. She joined the firm as a Consultant in the year 2007 and became a partner in June 2011. Ms Tan has extensive experience in various aspects of Land Law and Conveyancing matters, having worked in-house for some years too. Her areas of practice are Real Estate, Landlord & Tenant, Development Projects, Probate, Family Law and Ship Financing.

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CHANG SET CHEE SHERYL**Consultant**

Ms Chang is a graduate from the University of London, and a Barrister-at-Law of Inner Temple. She also holds a BSc, University of Singapore, as well as a Diploma-in-Education, National Institute of Education, Singapore. She was called to the Singapore Bar in 1993. Ms Chang joined the firm as a Consultant in the year 2008. Her areas of practice are Conveyancing, Landlord and Tenant, Probate and Administration, Wills, Matrimonial and Family Law matters.

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DAVID MITCHELL**Consultant**

David Mitchell has been in practice as an Advocate and Solicitor since 1982. Mr Mitchell obtained a Master of Law from the National University of Singapore in 1991. He was subsequently admitted as a Fellow of the Singapore Institute of Arbitrators in 1994 and attended the 15th Annual Summer School in Legal Aspects of International Finance at the Centre of Commercial Law Studies, Queen Mary College, University of London in 1995. For several years he acted as an Honorary Legal Advisor to the Singapore Institute of Estate Agents (IEA). He specializes in real estate transactions.

The firm handles all types of property related work, including residential and commercial sales and purchase, landlord and tenant matters, bank related mortgages and other legal matters relating to properties outside of Singapore. Mr Mitchell undertakes all the aforementioned types of work.

Apart from general conveyancing work, Mr Mitchell has also handled the en-bloc sale of St. Martin's Court, Tat Lee Court, Nathan Court, Hoover Flats, Mulan Court, Emerald Lodge, Venus Mansion, 24@Newton, Tong Watt Mansion, Shelford Court, Aura Park, St. Patrick's View, and Phoenix Mansion. He has advised the vendors in the sale of the Bank Central Asia Building in Jakarta and acted for the purchaser of the Inter-Continental Hotel in Singapore.

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LIM SAY FANG, ASSOCIATE ICOSA**Legal Associate**

Ms Lim graduated from the University of Sheffield, UK and is a Barrister-at-Law of Lincoln's Inn. She was called to the England and Wales Bar in 1998 and the Singapore Bar in 2000. She had joined the firm in 2006. Prior to law practice, Ms Lim had spent many years working in one of the Big Four audit firms here. Her current areas of practice are General Litigation, Family Law, General Solicitors' work (Wills), General Corporate (drafting agreements, etc.).

Ms Lim is also a qualified Corporate Secretary and an Associate of the Institute of Chartered Secretaries and Administrators. She has also taught Company Law at the Singapore Institute of Chartered Secretaries & Administrators.

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JEEVA ARUL JOETHY**Legal Associate**

Mr Joethy was admitted as an Advocate & Solicitor to the Singapore Bar in 1999. His main areas of practice are civil, matrimonial and criminal litigation. He has done trials on criminal cases and a Magistrates' Appeal. Besides English, Mr Joethy is also proficient in Mandarin and German.

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KRISHNA R SHARMA**Legal Associate**

Mr Krishna R Sharma has a Law Degree from University of London, graduating in 1988. He completed his Law Society (UK) Finals in 1992 and went on to obtain a Diploma in Arbitration from University of Reading. He is a member of the Singapore Institute of Arbitrators since September 1996. Mr Sharma was admitted as an advocate and solicitor to the Singapore Bar in April 2011.

He has experience in Motor Accident Claims, Mediations and Alternate Dispute Resolution. He has held the appointment of Assistant Registrar with the Small Claim Tribunals at the Subordinate Courts for several years. Mr Sharma is also a volunteer mediator with the Community Mediation Centre, Ministry of Law, Singapore.

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