



益友天元律师事务所

— Y & T L A W Y E R S —



苏州·北京·上海·南京·昆山·常熟·张家港·太仓
Suzhou · Beijing · Shanghai · Nanjing · Kunshan · Changshu · Zhangjiagang · Taicang



益友简介

益友天元律师事务所(以下简称“益友天元”)成立于一九九五年,是江苏省最早设立的合伙制律师事务所之一,并于2024年成功改制为特殊的普通合伙制律师事务所。作为一家提供多领域法律服务的综合型商务律所,益友天元始终秉承“专业化分工,一体化运营”的执业理念。

益友天元总部位于苏州工业园区月亮湾路15号中新大厦7层,在全国还设有北京、上海、南京、昆山、常熟、张家港、太仓7地办公室。益友天元现有专业律师及行政人员两百余名,并设有资本证券部、金融债券部、涉外与合规部、知识产权和高科技部等17个专业化部门。2021年获司法部表彰“全国优秀律师事务所”。



INTRODUCTION OF Y&T LAWYERS

Y&T Lawyers (hereinafter referred to as “Y&T”), founded in 1995, stands as one of the first private partnership law firms in Jiangsu Province. In 2024, it has been successfully restructured into a special general partnership law firm. As a comprehensive business law firm providing legal services in multiple fields, Y&T has always adhered to the professional philosophy of "specialized division of teamwork and integrated operation."

Headquartered on the 7th floor, CSSD Tower, No. 15 Moon Bay Road, Suzhou Industrial Park, Y& T has offices in seven other cities: Beijing, Shanghai, Nanjing, Kunshan, Changshu, Zhangjiagang and Taicang. Y&T owns a team composed of over 200 attorneys and administrative personnel, and has 17 specialized departments, including the Capital and Securities Department, the Financial Bond Department, the Foreign Affairs and Compliance Department, and the Intellectual Property and High-tech Department. In 2021, it was commended by the Ministry of Justice as a "National Excellent Law Firm".

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成为具有国际化服务
能力的一线品牌商务
律师事务所

“

To become a leading
brand business law firm
with internationalized
service competence

多维构造

无限链接

Multi-Angle & All Link Progress



卓而合群



追求品质



团队合作



鼓励创新



To pursue excellence



Quality through



Teamwork



Encouraging innovation



益友简介

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服务范围

资本证券部

- 境内外股票发行与上市业务;
- 收购兼并、资产重组、定向发行业务;
- 境内外投融资、私募基金、政府引导基金及资管业务;
- 股权结构优化、股权激励业务;
- 公司治理及相关规范业务;
- 股权类相关的其他业务。

涉外与合规部

涉外法律服务:

- 外商投资企业的设立、运营及退出;
- 跨境并购的尽职调查、交易方案设计、协议谈判与签订、并购后整合;
- 境外投资的法律可行性分析、方案设计、完成审批/备案/申报手续;
- 境外融资、发债、境外上市;
- 国际贸易协议的谈判与签订、进出口合规管理、两反一补;
- 涉外法律纠纷的诉讼与仲裁,判决及裁决的承认与执行;

合规法律服务:

- 合规管理体系建设;
- 重点领域合规风险梳理与管控;
- 重点领域合规尽职调查与执法应对;
- 合规调查;
- 合规管理专题培训;
- 合规管理有效性评价与贯标认证;
- 合规咨询顾问。

金融债券部

- 商业贷款与银团贷款,委托贷款、信用或抵押贷款;
- 债券发行、资产证券化及公募REITs、结构性融资;
- 供应链融资及其他贸易融资;
- 债务重组和不良资产处置;
- 信托、保险和融资性担保;
- 商业保理、融资租赁和小额贷款及典当;
- 金融期货、期权及其他衍生产品交易;
- 金融类及类金融类企业日常法律顾问;
- 金融类及类金融类调解、诉讼、仲裁。

知识产权和高科技部

- 知识产权侵权案件调查及纠纷代理;
- 商标申请及相关的复审、异议、无效等行政程序代理;
- 专利检索(提供专利有效性、稳定性分析等)及侵权比对分析;
- 美术作品、计算机软件等各类作品的著作权登记;
- 商标权、专利权、著作权转让/许可使用等合作谈判和协议起草;
- 商业秘密保护制度的建立/完善;
- 知识产权尽职调查;
- 知识产权质押融资;
- 知识产权海关备案与行政查处;
- 特许经营文件的审查及起草;
- 文创/传媒企业的创新产品开发、项目投资融资等综合法律服务;
- 与知识产权滥用相关的反垄断行政调查、处理程序与民事诉讼。

城市更新与不动产部

- 土地开发:土地综合开发、国有土地使用权出让及转让、土地投资、土地征收及拆迁补偿;
- 基础设施建设:综合片区开发、城市更新、PPP、政府特许经营、新基建;
- 建设工程:工程招投标、工程全过程管理、工程合同合规性审查、工程施工合同履行及管理、工程结算及争议解决;
- 房地产项目开发(包括住宅、商业综合体、旅游和文娱等):项目开发的合规性审查、法律可行性论证、项目尽职调查、合作开发结构设计、项目并购交易、项目投融资、销售合同审查、开盘及签约见证、项目交付;
- 运营及物业管理:物业管理,商业物业租赁管理、商业物业运营管理、物业欠费催收。

重大诉讼与仲裁部

- 涉案金额2000万元以上的民商事、经济疑难案件;
- 社会广泛关注的案件;
- 面临无期徒刑以上刑罚的非经济犯罪刑事案件;
- 对推进依法行政产生重大影响的行政诉讼案件;
- 其他对当事人权利产生重大影响的案件。

AREAS OF PRACTICE

Capital Market Department

- Issuance and listing of stocks domestically and internationally;
- Mergers and acquisitions, asset restructuring, and private placements;
- Domestic and international investment and financing, private equity funds, government guidance funds, and asset management services;
- Optimization of equity structure and equity incentive plans;
- Corporate governance and related compliance services;
- Other equity-related services.

Foreign Affairs and Compliance Department

Foreign-related Legal Services:

- The establishment, operation and withdrawal of foreign invested enterprises;
- Due diligence investigation of cross-border M&A, transaction scheme design, contract negotiation and signing, and integration after M&A;
- Legal feasibility analysis on outbound investment, scheme design, passing through the approval/filing/reporting procedures;
- Overseas financing and bond issuance, and overseas listing;
- Negotiation and signing of international trade agreements, import and export compliance management, and anti-dumping, countervailing measures and safeguards;
- Litigation and arbitration of foreign-involved legal disputes, and recognition and enforcement of judgments and awards;

Compliance Legal Services:

- Building of compliance management system;
- Compliance risk sorting, management and control in key fields;
- Compliance due diligence investigation in key fields and response to law enforcement;
- Compliance investigation;
- Compliance management special training;
- Evaluation on compliance management effectiveness and standard implementation certification;
- Compliance consultant.

Banking & Finance Department

- Commercial loans and syndicated loans, entrusted loans, credit or collateral loans;
- Bond issuance, asset securitization and public offering REITs, structured financing;
- Supply chain financing and other trade financing;
- Debt restructuring and disposal of non-performing assets;
- Trust, insurance and financing guarantees;
- Commercial factoring, financial leasing, microfinance and pawns;
- Financial futures, options and other derivatives transactions;
- Perennial Legal Counsel for financial institutions and quasi-financial companies;
- Mediation, litigation, and arbitration for financial institutions and quasi-financial companies.

Intellectual Property and High-Tech Department

- Intellectual property infringement case investigation and representation in dispute resolution;
- Representation in trademark application and related administrative procedure such as review, objection and invalidation;
- Patent search (providing analysis on patent validity and stability) and comparative analysis on infringement;
- Copyright registration of works of art, computer software, etc.;
- Cooperative negotiation and drafting of agreements of trademark rights, patent rights, and copyright transfer/licensing;
- Establishment/improvement of business secrets protection system;
- Due diligence investigation of intellectual property rights;
- Intellectual property pledge financing;
- Customs filing and administrative investigation and punishment of intellectual property rights;
- Review and drafting of franchise documents;
- Comprehensive legal services for the development of innovative work and project investment and financing of cultural and creative/media companies;
- Anti-monopoly administrative investigation, settlement procedures and civil dispute litigation related to the abuse of intellectual property rights.

City Update and Real Estate Department.

- Land development: Comprehensive land development, assignment and transfer of state-owned land use rights, land investment, land expropriation and compensation for demolition;
- Infrastructure construction: Comprehensive regional development, urban renewal, Public-Private Partnership (PPP), government franchise, new infrastructure;
- Construction Projects: Bidding and tendering of construction projects, whole process management of projects, project contract compliance review, implementation and management of project construction contracts, project settlement and dispute resolution;
- Real Estate Project Development (including housing, commercial complex, tourism, and cultural entertainment, etc.): Compliance review of project development, legal feasibility demonstration, due diligence investigation, cooperative development and structure design, mergers and acquisitions, project investment and financing, sales contracts review, attesting for commencement of sales and contract signing, project delivery;
- Operation and Property Management: Property management, commercial property lease and sales management, commercial property operation and management, collection of property management fees.

Complex Litigation and Arbitration Department

- Civil, commercial or financial complex cases with amount involved above RMB 20 million;
- Cases of wide social concern;
- Non-economic criminal cases being accused of life imprisonment or above;
- Administrative litigation having great impact on promulgation of lawful administration;
- Other cases having great impact on parties' rights.

服务范围

雇佣与劳动部

- 劳动雇佣合规管理;
- 员工股权激励专项法律服务;
- 企业商业秘密保护专项法律服务;
- 起草或审阅劳动雇佣相关文件,包括但不限于聘用通知书、劳动合同、员工手册及内部规章制度、培训协议、保密及竞业禁止协议、解除协议等;
- 为企业经济性裁员制定处置方案、拟定裁员相关文件、代表企业与员工进行谈判,提供全程法律服务;
- 工会的成立和规章制度的有效运行;
- 病假管理、工伤和职业病管理;
- 劳动雇佣热点问题专项法律培训及咨询服务。

破产清算重整部(不良资产处置)

- 公司自行、强制、破产清算法律服务;
- 公司破产重整法律服务;
- 公司破产和解法律服务;
- 公司解散方案设计;
- 涉破产企业资产处置收购相关法律服务。

生物医药及医疗器械部

- 股权结构搭建及股权激励;
- 知识产权及合同管理;
- 公司治理与合规运营;
- 投融资;
- 并购及IPO。

税收筹划部

- 税务法律法规及相关问题的咨询;
- 代为申请税收优惠;
- 为客户商业活动(股权架构设计、股权激励、并购重组、投融资等)提供税务筹划服务;
- 税务稽查应对法律服务,代表客户与税务机关进行沟通;
- 代理税务听证、税务行政复议、税务行政诉讼案件;
- 代理涉税刑事案件。

政府法律服务处

- 日常法律顾问服务;
- 退二进三项目全程法律顾问;
- 招商引资项目全程法律顾问;
- 重大突发事件的法律论证;
- 重大项目法律尽职调查、磋商谈判、方案论证;
- 重大行政决策的法律论证、合法性审查;
- 重大行政执法决定的审核、行政执法方案设计;
- 重大行政协议、商事合同的审查、磋商、拟定;
- 规范性文件的研究、论证、制定、审查、立法后评估;
- 政府职能部门机构设置、机构改革专项服务;
- 征地动迁法律服务、国有/集体资产合规管理;
- 行政复议、行政诉讼案件代理;
- 政府信息公开业务咨询、实务培训;
- 行政执法案卷规范化管理、类案汇总分析;
- 协助开展执法人员业务培训;
- 社区普法教育、参与法律知识培训。

商务刑事风险防范部

- 商务刑事风险防范的咨询;
- 代理职务侵占、商业贿赂、非法集资等商务刑事案件;
- 为企业家或企业提供刑事风险防范培训;
- 企业刑事合规免罚、刑事法律风险体检、内部反腐监督。

环境能源部

- 能源开发、环保节能产业投融资咨询;
- 能源、环保企业税务咨询与筹划;
- 安全环保与职业健康法律问题;
- 企业环境、能源管理;
- 环评、排污许可证等相关环境行政许可申请;
- 绿色金融法律事务;
- 争议解决(环境侵权诉讼、环境公益诉讼、环境行政处罚、环境行政复议和诉讼);
- 环境犯罪辩护。

半导体产业部

- 半导体拟上市/上市企业股权激励及合规治理;
- 与知识产权相关的保护、合规、争议解决等法律服务;
- 半导体及半导体产业配套的企业境内外股票发行与上市、收购、重大资产重组、再融资等全过程法律服务;
- 外商投资企业的设立、运营及退出、境外投资的法律可行性分析与方案设计以及国际贸易协议的谈判与签订;
- 半导体领域重大疑难案件的争议与诉讼服务等。

AREAS OF PRACTICE

Employment and Labor Department

- Labor employment compliance management;
- Special legal services for employee equity incentives;
- Special legal services for the protection of enterprises' business secrets;
- Drafting or reviewing documents related to labor employment, including but not limited to employment notices, employment contracts, employee handbooks and internal rules and regulations, training agreements, confidentiality and non-competition agreements, termination agreements, etc.;
- Formulating disposal plans of economic dismissals of enterprises, drafting relevant documents of dismissals, negotiating with employees on behalf of enterprises, and providing legal services in the entire process;
- Establishment of trade unions and effective operation of rules and regulations;
- Management and prevention of resigned employees, management of sick leave, work injuries and occupational diseases;
- Special legal training and consulting services on hot employment issues.

Bankruptcy Liquidation and Restructuring Department (Distressed Asset Disposal)

- Legal services on corporate voluntary liquidation, mandatory liquidation and insolvency liquidation;
- Legal services on corporate bankruptcy restructuring;
- Legal services on corporate insolvency reconciliation;
- Advising on corporate dissolution scheme design.
- Legal services related to the disposal and acquisition of assets of bankrupt companies.

Biomedicine and Medical Devices Department

- Biomedicine and Medical Devices Department
- The building of stock ownership structure and stock ownership incentives;
- Intellectual property and contract management,
- Company governance and compliance operation;
- Investment and financing;
- M&As and IPO.

Tax Planning Department

- Tax law and relevant questions consultancy;
- Assisting in application for tax incentives;
- Providing tax planning services for clients' business activities (equity structure design, equity incentives, mergers and acquisitions, investment and financing, etc.);
- Advising on responding to tax audit and representation of clients to communicate with tax bureaus;
- Representation in hearing of witness, administrative review and administrative litigation concerning tax;
- Representation in tax-related criminal cases.

Government Legal Service Department

- Daily legal counsel services;
- Legal counsel for industrial upgrading projects (secondary industry to tertiary industry);
- Legal counsel for investment attraction projects;
- Legal demonstration on major emergencies;
- Legal due diligence investigation, discussion, negotiation and plan demonstration of major projects;
- Legal demonstration and legitimacy review of major administrative decisions;
- Review of major administrative enforcement decisions and design of administrative enforcement plans;
- Review, negotiation and drafting of major administrative agreements and commercial contracts;
- Research, demonstration, formulation and review of regulatory documents, and post-legislative evaluation;
- Special services for the institutional settings and reforms of government functional departments;
- Legal services for land expropriation and relocation, compliance management of state-owned/collective assets;
- Representation in administrative reconsideration and administrative litigation cases;
- Business consultation and practical training of disclosure of Governmental Information;
- Standardized management of administrative enforcement case files, summary and analysis of similar cases;
- Assisting in carrying out training to law enforcement personnel;
- Conducting community law education and participating in legal knowledge training.

Commercial Criminal Risk Prevention Department

- Commercial criminal risk prevention consultancy;
- Representation in commercial criminal cases such as duty encroachment, commercial bribery and illegal fund-raising;
- Training regarding commercial criminal risk prevention to entrepreneur or enterprise;
- Corporate criminal compliance exemption, criminal legal risk examination and internal anti-corruption supervision.

Environmental and Energy Department

- Consultancy on investment and financing for energy development and energy-saving industry;
- Taxation consultancy and planning for energy and environmental enterprises;
- Legal advice on environmental, health and safety issues;
- Corporate management on environment and energy;
- Assisting in application for environmental administrative license such as EIA and Emission Permit;
- Legal consultancy on green finance;
- Dispute resolution (environmental tort litigation, environmental public interest action, environmental administrative penalty, environmental administrative reconsideration and litigation);
- Representation in environmental crime cases.

Ministry of Semiconductor Industry

- Equity incentives and compliance governance for semiconductor companies preparing for IPO/listing;
- Legal services related to the protection, compliance, and dispute resolution of intellectual property;
- Comprehensive legal services for the domestic and international stock issuance and listing, acquisition, major asset restructuring, and refinancing of semiconductor and supporting industry companies;
- Establishment, operation, and exit of foreign-invested enterprises, legal feasibility analysis and plan design for overseas investments, and negotiation and signing of international trade agreements;
- Dispute and litigation services for major complex cases in the semiconductor field.

服务范围

海商海事部

- 海事法律事务包括但不限于：
 - 船舶碰撞损害责任纠纷案件；
 - 水域污染损害责任纠纷案件；
 - 船舶的航行或者作业损害捕捞、养殖设施及水产养殖物的责任纠纷案件；
 - 海上人身伤亡事故损害赔偿案件；
 - 共同海损、单独海损；
 - 江海、铁路等多式联运纠纷；
 - 海难救助；
 - 非法留置或者扣留船舶、船载货物和船舶物料、燃油、备品的责任纠纷案件；
 - 为船舶工程提供的船舶关键部件和专用物品存在缺陷而引起的产品质量责任纠纷案件。
- 海商法律事务包括但不限于：
 - 与船舶有关的合同纠纷（船舶买卖合同、船舶建造合同、船舶经营合同、船舶租赁合同等纠纷等）；
 - 与港口货物有关的合同纠纷案件（港口货物堆存、保管、仓储合同，港口货物质押监管合同等纠纷案件）；
 - 与海运集装箱有关的合同纠纷案件（海运集装箱仓储、堆存、保管合同，海运集装箱抵押、质押等担保合同，海运集装箱融资租赁合同等纠纷案件）；
 - 与港口或者码头有关的合同纠纷案件（港口作业合同，港口或者码头租赁合同；港口或者码头经营管理合同等纠纷案件）；

- 与船员有关的合同纠纷案件（劳动合同、劳务合同纠纷）；
- 海上、通海可航水域货物运输合同纠纷案件，海上、通海可航水域旅客和行李运输合同纠纷案件等；
- 船舶代理合同纠纷案件、货运代理合同纠纷案件；
- 船舶属具、物料、燃油供应合同纠纷案件；
- 海上保险、保赔合同纠纷案件。

家庭财富传承部

- 婚姻家庭诉讼法律服务，包括：婚姻家庭纠纷（包含离婚纠纷、婚内及婚后财产纠纷、抚养纠纷、分家析产纠纷等）、继承纠纷（包含法定继承纠纷、遗嘱继承纠纷、遗产管理纠纷等）等；
- 私人财富管理法律顾问服务，包括：婚前及婚内财产规划法律服务、私人婚姻危机问题处理、跨境婚姻家庭法律服务、财富传承产品咨询、企业家刑事法律风险防范等；
- 财富传承法律服务，包括：家族企业股权治理及传承（包含股权结构设计、股权激励及传承）、资产隔离、家族信托法律咨询、税务筹划等。

人工智能与大数据产业部

- 为企业接入人工智能技术的具体场景提供法律风险分析服务；
- 为企业数据合规、数据跨境传输等提供全方位风险评估及整体合规落地服务；
- 为软件开发商、服务提供商提供算法备案服务；
- 为企业信息服务和新技术新应用的合法性，落实法律、行政法规、部门规章和标准规定的安全措施的有效性等情况提供评估服务；
- 为人工智能、大数据企业提供科技金融领域的法律服务，包括项目融资、股权激励、风险投资等，协助企业优化资本结构，实现业务快速发展；
- 为数据争议、知识产权确权、维权、不正当竞争、产品责任纠纷等提供争议解决服务。

AREAS OF PRACTICE

Maritime Trade and Affairs Department

- Maritime legal affairs include but not limited to:
 - Cases of disputes over liability for collision damage of ships;
 - Cases of disputes over liability for water pollution damage;
 - Cases of disputes over liability for the damage to fishing and aquaculture facilities, and aquaculture products caused by the sailing or working of ships;
 - Cases of compensation for the loss of life and personal injury in maritime accidents;
 - General average and particular average;
 - Disputes over river-ocean-rail combined transport;
 - Marine salvage;
 - Cases of disputes over liability for illegal retention or detention of ships, cargoes on ships, ship stores, fuel and spare parts;
 - Cases of disputes over product quality liability for existing defects of key parts and special-purpose articles of ships provided for ship engineering.
- Legal affairs related to maritime trade include but not limited to:
 - Contractual disputes related to ships (such as ship buying and selling contract, ship building contract, ship operation contract, and ship rental contract);
 - Contract dispute cases related to port cargoes (such as port cargo storage, custody and warehousing contract, and port cargo pledge supervision contract);
 - Contract dispute cases related to shipping containers (such as shipping container warehousing, storage, and custody contract, shipping container mortgage, pledge and other guarantee contracts, and shipping container financing and rental contract);
 - Contract dispute cases related to ports or quays (such as port operation contract, port or quay rental contract, and port or quay operation management contract);

- Contract dispute cases related to crews (such as employment contract or labor contract);
- Contract dispute cases related to cargo transportation at sea and sea-connected navigable waters;
- Cases of disputes over shipping agency contract and freight forwarding contract;
- Contract dispute cases related to the supply of ships' tools, stores and fuel;
- Cases of disputes over maritime insurance, and protection and indemnity (P&I) insurance contract.

Family Wealth Heritage Department

- Legal services for marital and family affair lawsuits, including marital and family disputes (such as divorce dispute, property dispute within and after marriage, child-rearing dispute and dispute over household division), inheritance disputes (such as legal inheritance dispute, testamentary inheritance dispute and inheritance management dispute);
- Legal adviser services for private wealth management, including legal services for wealth planning before and within marriage, dealing with private marital crisis, legal services for cross-border marriage and family affairs, wealth heritage product consulting, and the prevention of entrepreneurs' criminal legal risks;
- Legal services for wealth heritage, including equity governance and heritage of family enterprises (such as equity structure design and equity incentive and heritage), asset partitioning, legal consulting on family trust, and taxation planning.

AI & Big Data Industry Department

- To provide enterprises with legal risk analysis services for the connection with specific scenes of AI technology;
- To provide enterprises with comprehensive risk assessments on data compliance and cross-border data transmission, as well as services for overall compliance implementation;
- To provide algorithm registration services to software developers and service providers;
- To provide enterprises with assessment services for the legality of information services and of new technologies and appliances, as well as for the effectiveness of safety measures for the implementation of laws, administrative regulations, departmental rules and standards;
- To provide enterprises in AI and big data industry with legal services in the field of Fintech, including project financing, equity incentives and venture capital investment, to assist enterprises in optimizing capital structure and realizing rapid business development;
- To provide dispute resolution and safeguarding of intellectual property rights, unfair competition, and product liability disputes.

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