

PROFESSIONAL PROFILE

MONA TAN

PRC Licensed Lawyer

Guangdong Zhuojian Law Firm

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Mona Tan is a Mainland China licensed lawyer with offices in Shenzhen and a regular presence in Hong Kong. Educated at two of the region's leading law schools, she commands a deep, dual-system expertise in both civil law and common law. Bilingual in Chinese and English, Mona provides seamless cross-jurisdictional counsel to domestic enterprises and international clients alike.

After beginning her career at a top-tier Red Circle Law Firm in Beijing, Mona established her practice at Guangdong Zhuojian Law Firm in Shenzhen. She is simultaneously retained by a Hong Kong law firm as their Mainland Business Expert, a role that reflects her primary focus: translating complex cross-border challenges into clear, actionable legal strategies.

PRACTICE AREAS

- ▶ Civil & Commercial Dispute Resolution
- ▶ Cross-border Enforcement & Insolvency
- ▶ Overseas Expansion & Hong Kong Strategy
- ▶ Financial Capital Markets
- ▶ Employment Law & HR Compliance
- ▶ Immigration & Visa Advisory
- ▶ Corporate Compliance & General Counsel
- ▶ Cross-border M&A & Investment Advisory

NOTABLE EXPERIENCE

Dispute Resolution

- Managed corporate civil and commercial litigation and arbitration covering equity transfer, goods purchase, equipment leasing, private lending, financial borrowing, bank independent letters of credit, and entrusted financial management disputes.
- Aggregate amount-in-dispute across handled litigation and mediation matters exceeds CNY 1 billion.

Employment Law & HR Compliance

- Advised multinational and domestic enterprises on PRC employment contract drafting, staff handbook compliance, and non-compete/confidentiality arrangements.
- Represented employers and employees in labour disputes, arbitration proceedings, and wrongful termination claims across Mainland China.
- Supported clients on cross-border employment structuring, including secondment arrangements between Hong Kong and mainland entities, and foreign national employment in the PRC.

Immigration & Visa Advisory

- Supported overseas expansion clients with foreign employee work permit applications and residence permit procedures in the PRC.
- Advised on visa and entry documentation for cross-border business activities between mainland China, Hong Kong, and international jurisdictions.

Capital Markets & Corporate Finance

- Participated in more than 6 A-share IPO projects — on-site due diligence, creditor rights verification, tax compliance inspection, and document supervision.

- Due diligence on listed companies for state-owned acquirers; pre-reorganization review for listed enterprises.
- Transaction advisory for green-energy investments by major financial leasing entities; equity structure design for pre-IPO startups.

Cross-border Trade & Investment

- End-to-end negotiation support for cross-border trade: term negotiation, risk identification, and core interest protection across manufacturing, energy, finance, and biomedical sectors.
- Drafting and review of cross-border trade contracts, agency agreements, investment documents, and cross-border payment structures.
- Cross-border compliance: market access review, import/export qualification, foreign exchange regulations, and settlement structure design.

Corporate & Commercial Advisory

- Compliance system design and ongoing business compliance advisory for enterprises operating cross-border.
- Self-liquidation and bankruptcy liquidation for bank-controlled enterprises, including asset divestiture and creditor coordination.

INDUSTRIES SERVED

■ Energy & Power <i>State-owned energy conglomerates; nuclear power; coal & resources</i>	■ Real Estate & Urban Dev. <i>Listed property groups; special economic zone development; infrastructure</i>
■ Technology & Semiconductors <i>Listed tech companies; AI & data; electronics manufacturing</i>	■ Financial Services & Leasing <i>Commercial banks; aviation leasing; financial leasing (H-share listed)</i>
■ Automotive & Manufacturing <i>New-energy vehicle OEMs; precision electronics; industrial supply chain</i>	■ Biomedical & Life Sciences <i>University-linked R&D centers; biomedical innovation parks</i>
■ Cross-border & Multinational <i>Overseas SPVs; cross-border leasing structures; international trade</i>	■ State-Owned Enterprises <i>PRC central & local SOEs; government investment vehicles</i>

EDUCATION

LLM	Arbitration & Dispute Resolution — University of Hong Kong
LLB	Law — Renmin University of China (中国人民大学)

LANGUAGES

Languages	Mandarin Chinese English Cantonese
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PROFESSIONAL AFFILIATIONS

- ▶ Young Member — International Council for Commercial Arbitration (Young ICCA)
- ▶ Member — Chartered Institute of Arbitrators (CiArb)
- ▶ English Composite Mediator — HKMAAL (Stage 1 Certified)
- ▶ Secretary-General — HK-Macau-Taiwan Affairs Committee, Zhuojian Law Firm

"Bridging borders with expertise and care."

[PRC Lawyer Mona Tan @ 2026](#)