Starting a business in Switzerland*

* Non-residents of Switzerland

1. Founding documents

Prepare the documents required for the setting-up:

- Business plan
- Legal structure
- Employment contract
- ...

2. Swiss representative

A limited company (SA) or limited liability company (Sàrl) must be represented as a legal entity by at least one person resident in Switzerland.

3. Preparation of the legally required documents

Notarial transmission of all documents required for the company to be founded.

4. Opening a bank account

A. Choose a financial partner

UBS, Banque cantonale du Valais (BCVs), Raiffeisen, Post Finance or others

B. Application to open a capital deposit account

- **Documents required by the banks:**
- Information on the shareholders (nationality and amount invested by the shareholders)
- Description of the company's activities
- Presentation of the company's planned activities in Switzerland and the added value for Switzerland (job creation, investments, partnerships, contracts concluded)
- Legal organization chart and international structure of the company
- Draft of the deed of incorporation
- Draft of the articles of association

Further documents may be required.

C. Analysis and meetings

Meeting of the financial institution and the entrepreneurs. In accordance with the guidelines of the financial partner, review of the various documents submitted by the applicant by the bank's compliance department.

D. Opening a capital deposit account

The company deposits the required amount into the account:

- min. CHF 50,000 for an SA
- min. CHF 20,000 for an Sàrl

The bank sends a written confirmation to the notary.

5. Registration on the commercial register

The notary sends the company foundation application to the commercial register.

The company foundation application must be signed by the managing director (or authorized representative of the notary).

The company is founded and registered in the commercial register.

Duration: 2-4 weeks.

6. Transfer of capital

The funding is released to the applicant and is available to use.

Details of account access to be clarified directly with the banking partner.

7. Start of business activities

The company may start all business activities and employ staff.