

Schedule of activities for setting up a company (joint-stock company, limited liability company)

Steps	Required time in weeks					
	1	2	3	4	5	6
Preliminary search, registration and approval of the company (name)	X					
Preparation of required formation documents: Articles of Agreement, articles of association, registration, etc.		X				
Payment of capital: Capital contribution at a prescribed depository (bank). The contributing person must show proof of identity. For foreigners it may be useful to present letters of reference from Swiss partners.			X	X		
Founding of company and preparation of relevant documents: statutes, acceptance declaration of statutory auditors, confirmation of a recognized depository (bank) that the share capital has been paid in and is at the free disposal of the company. If after founding the company does not have its own offices: Domicile acceptance declaration.			X	X		
Publication in the official gazette of the Canton					X	
Entry of the responsible person(s) in the corresponding registers (commercial register, possibly register of titles)						X
Registration as a taxable enterprise						X

Source:
Documentation
of cantonal economic
development agencies