

# Checklist

Consider the following points in the start-up phase

## 1. Foundation

Calculate an offer for the foundation of your sole proprietorship and enter the necessary data into our system.

## 2. Authentication

In the next step, sign the required documents and have your signature certified.

## 3. Capital

No minimum capital is required when setting up a sole proprietorship.

## 4. Entry in the commercial register

Send the commercial register application for your sole proprietorship back to STARTUPS.CH.

## 5. Extract from the commercial register

Depending on the canton, you will receive the extract from the commercial register after approx. 2 to 4 weeks. At first it will be checked by STARTUPS.CH.

## 6. Social Insurance

After entry in the commercial register, the OASI-compensation office will contact you.

## 7. Value Added Tax

After receipt of the extract from the commercial register, we will prepare the VAT registration for you.

## 8. Promotional material

You can order your advertising material (e.g. business card) now and register the internet domain.

## 9. Trustee

If you need assistance with accounting or tax accounting, STARTUPS.CH provides you with a wide network of fiduciary partners.

## 10. Trademark protection

STARTUPS.CH helps you protect your company name and logo so that you can concentrate on your core business.

