

When your ready to set up your GmbH in Berlin, we can support you

Our offer starts with helping you with your planning:

- Advice on which form your company will take – GmbH or sole proprietorship, for example.
- Helping you work out the details on how the GmbH will relate to your existing company.
- Planning the shareholder configuration for your GmbH so you don't run into problems later on.
- Then we will create a schedule that fits your needs so you can start planning the other aspects of your startup.

We then take the name for the company you've created and get it approved by the chamber of commerce (IHK).

We will also handle all communication with the notary. This includes:

- Sending the above information to the notary so he or she can write up the articles of association.
- Go over the articles of association to ensure that there will be no complications in the future as far as taxes, transfer of shares and dissolution of your company are concerned.
- Setting up a meeting between you (the shareholders) and the notary to found the GmbH (note: the notaries we work with translate the articles into English, so you don't need an official interpreter if not all the shareholders speak German).

Dealing with German banks isn't always straightforward, so we can assist you in opening up your bank account. This includes finding out exactly what information you need and assisting you in gathering it for the bank.

The next step we perform for you is getting your tax registration done and registration at the trade office. This includes gathering all the information needed to make sure these processes go smoothly.

Other than the above steps, which are solely concerned with setting up the GmbH, we perform the following services which are necessary to start operating:

- Giving advice and writing up the managing director's contract: how this is written could have significant implications for the MD's taxes in the future as well as for social security taxes.
- Also, we will calculate the net salary for the MD and give advice concerning social security status. We will also prepare the application so the MD will be exempt from the German national pension plan.
- Last, we will assist you in transferring funds from your profitable GmbH to the parent company or to individuals.

If you don't need all of the above services or need us to perform specialized tasks, we can tailor our services for your needs. Just contact us to get started.