

Checklist to found a public limited company (AG/plc.) or a private limited company (GmbH/ltd.)

General founder information

	<i>Founder 1</i>	<i>Founder 2</i>	<i>Founder 3</i>
Name, First Name	_____	_____	_____
Firm, if a firm is founder:	_____	_____	_____
Representative (if firm founds):	_____	_____	_____
Address:	_____	_____	_____
Postale code/place (firme domicile):	_____	_____	_____
Native place / Nationality:	_____	_____	_____
Date of birth:	_____	_____	_____
Telephone:	_____	_____	_____

Company

Name of the company: _____ (check availability: www.zefix.ch)

Place of business / domicile
 (exact address) _____

Scope of business: _____

Equity- / Share Capital: _____ (GmbH: at least CHF 20'000 / AG: at least. CHF 100'000.00)

Value of Equity/Shares _____ (at least GmbH: CHF 100.00 / AG: CHF 0.01)

Form of Payment

- Capital contribution
- Object contribution
 - ↳
 - out of private property into GmbH/AG
 - out of existing firm into GmbH/AG
 - ↳
 - Vehicles
 - Machine
 - Real Estate
 - _____

Foreign citizens or Companies acts as

- Founder Permission: _____
- Elements Auditor CEO/Board of director Permission: _____

Person to be registered in the commercial register

	<i>Person 1</i>	<i>Person 2</i>	<i>Person 3</i>
Name, First Name:	_____	_____	_____
Address:	_____	_____	_____
Postal code / place:	_____	_____	_____
Native place / Nationality:	_____	_____	_____
Date of birth:	_____	_____	_____
Function: <i>(i.e. CEO, Director, Board of director, General Manager, authorized without function)</i>	_____	_____	_____
Authorization: <i>(i.e. single signing authority, joint signatory authority, single power of attorney, joint power of attorney)</i>	_____	_____	_____
Equities / Shares: <i>(for each associate/shareholder at least one share/equity)</i>	_____	_____	_____

Statutory Auditor

<input type="checkbox"/> no Audit	<input type="checkbox"/> ordinary audit	<input type="checkbox"/> limited audit
- condition for ordinary audit are not met	- listed company	- condition for ordinary audit are not met
- < 10 fulltime employees on annual average	- total assets > 20 Mio.	
- all shareholder agree	- turnover > 40 Mio.	
	- > 250 fulltime employees on annual average	
> disclaimer and note in the commercial register	> letter of acceptance of auditor and note in the commercial register	> letter of acceptance of auditor and note in the commercial register

Auditor: _____

Address: _____

Postal code / place: _____

Remark / Note

Place/Date, Signature

Person filled out the form: _____

Place, Date: _____

Signature: _____