



## Checklist Establishment of a Business in Germany

1. name
2. lieu/ place of operation
3. legal form and registered capital  25.000 (GmbH)  
 50.000 (AG)  
 Other amounts
4. Persons involved
  - a. Managing Director
  - b. Board members
  - c. Shareholders
5. Exit Rules
  - a. Specific duration
  - b. Specific exit rules for partners/ shareholders
6. Meet the lawyer for
  - a. Selection of appropriate legal form
    - i. GmbH
    - ii. AG
    - iii. Other, e.g. GmbH & Co KG/ limited partnership
  - b. Preparation and execution of all related legal documents, including Statutes/ by-laws; shareholder agreements, MD contract, board rules and other business agreements with partners (distributors), employees, clients, general terms, lease agreement etc.

For establishment of GmbH and AG the lawyer will coordinate with notary public for registration & formalities.
7. Tax & regulatory
  - a. Apply for tax number
  - b. Apply for business license at local authorities