The ABC of setting up a company

A  Introduction
B  Business Incubators and Technology Parks
C  Contact Points and Addresses for Company Founders
D  Overview of Legal Structures
E  Information for Non-Swiss Nationals
F  Checklist for setting up a company
G  Sponsorship Awards and Competitions
Introduction

Welcome to the gründen® start-up guide!

Dear readers
There are many ways to start a business and a host of factors to consider before taking the plunge into entrepreneurship. A brilliant business idea provides a very good start, but is it truly feasible and marketable? What are the skills and resources required to be competitive? What are your capital needs and how do you feel about risks? Do you have a network of family and friends to support you? These are just some questions that need to be explored beforehand.

While there is no recipe for creating the perfect entrepreneur, help is available when it comes to setting up a company.

This issue of gründen® contains useful information and valuable tips on how to go about starting a business in Switzerland, including helpful contacts and resources to support you on your way. We hope you enjoy reading the gründen® start-up guide and wish you the best of success with your entrepreneurial goals.

Table of contents

A Introduction pages 2–6
B Business Incubators and Technology Parks pages 7–8
C Contact Points and Addresses for Company Founders pages 9–13
D Overview of Legal Structures pages 15–20
E Information for Non-Swiss Nationals pages 21–22
F Checklist for setting up a company pages 23–30
G Sponsorship Awards and Competitions pages 31–32

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www.aargau.services.ch
Office for Economy and Labour of the Canton of Zurich
Business and Economic Development
www.location.zh.ch
Federal Office for Professional Education and Technology OPET
Innovation Promotion Agency CTI
www.kti.admin.ch
State Secretariat for Economic Affairs SECO
Sector SME policies
www.seco.admin.ch

More than fifty other partners participated in the realization and distribution of gründen®.

Some of the websites to which reference is made in this publication currently only contain information in German.

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Division of Business and Economic Development of the Canton of Zurich,
standort@vd.zh.ch
Arriving in Switzerland and setting up a company

Attractive conditions

There are several compelling reasons to set up a company or move the domicile to Switzerland. These include a favourable tax climate, political stability, a liberal labour market, social peace, a multilingual population, outstanding educational and research institutions as well as an excellent transport infrastructure (road, rail and air).

More information about the general business conditions in Switzerland is provided by the Osec Business Network: www.osec.ch.

If you already have a geographical preference, the cantonal organizations for the promotion of economic development are the right offices to contact: www.invest-in-switzerland.com.

The cantonal and regional organizations for the promotion of economic development provide useful information and assistance covering topics including:
- Qualities of the preferred location, in consideration of the needs of the interested party
- Location search (real estate, premises, relocation, international schools etc.)
- Work and other permits
- Company foundation
- Regional branch, cluster and technology transfer networks
- Coordination of services rendered by the authorities (one-stop shop)

Scope of possibilities dependent upon nationality and type of permit

The overview “Information for non-Swiss nationals” (see pages 31–32) gives a general outline of the options available to you to enter the country, take up employment, set up a company and acquire real estate.

Note that for EU-/EFTA- nationals, a registration procedure applies for employment lasting up to max. 90 work days per calendar year: www.bfm.admin.ch

Choice of legal structure

The choice of legal structure depends upon a number of factors (incl. available capital, business model, distribution of ownership and liability issues). The overview of legal structures on pages 15–20 lists the main properties and requirements for the five most popular legal structures: sole proprietorship, GmbH (roughly the equivalent of: L.L.C.), AG (roughly the equivalent of: corp. [US], plc. [UK]), Kollektivgesellschaft (general partnership) and Kommanditgesellschaft (limited partnership).
Preparing to set up a company – step by step

The process of checking and preparing to set up a company involves a wide range of different topics, including: checking the availability of a company name and the desired URL, intellectual property, clarification of social security questions, search for a location, specific incorporation formalities, value added tax and other insurance issues.

The checklist for setting up a company on pages 23–30 gives a general outline of the most important steps involved when establishing a sole proprietorship, a GmbH or an AG. This admittedly fairly extensive checklist provides an important overview of aspects that need to be taken into account before and after the actual act of founding a company (which, per se, can be accomplished relatively quickly). Unlike other countries, there are no business licenses in Switzerland. However, a number of occupational activities are subject to authorization (this can be the case at a national, cantonal or municipal level). An overview of the federal level is available at www.e-service.admin.ch/bewilligungen. Various cantonal authorities also provide overviews, such as the Canton of Zürich at www.bewilligungen.zh.ch. It is advisable to contact the inter-trade organizations for industry-sector-specific information: www.verbaende.ch.

Experience has shown that particular attention should be paid to the following topics: VAT registration, registration with the social insurances and obtaining the necessary permits. Failure to meet the stipulated requirements can lead to high payments of arrears, even years later.

According to a study conducted by the Zurich University of Applied Sciences a few years ago, it takes roughly 9 hours over a period of 26 days to set up an AG in Switzerland. By international comparison, this translates into ranking in the upper midrange.

General tax information

Generally speaking, taxation occurs on the following three levels: federal, cantonal and municipal (communal). With regard to legal entities, the direct taxes are levied on profit and capital. In the case of natural persons and business partnerships, they are imposed on income and assets.

Indirect taxes and charges in the form of duties on sales and consumption are reserved to the federal authorities.

Natural persons who have their place of residence in Switzerland or their residency in Switzerland and work here are subject to taxation in Switzerland. As a general rule, taxes are not deducted by the employer, but levied retroactively pursuant to the principle of self-declaration in an assessment procedure.

Natural persons with their place of residence or their residency in Switzerland without a settlement permit (C permit) who work as employees (this is generally the case for new arrivals with a B permit) are subject to tax at source (wage withholding tax). The tax at source is deducted directly by the employer and replaces the direct federal, cantonal and municipal taxes. If the taxable amount reaches more than CHF 120’000 per year, a regular statutory assessment is made. Compared to the regular taxation, the tax at source is per se special insofar as the different tax rates of the municipalities (communes) do not come into play.

Executive staff or specialists (i.e. expatriates) who are posted temporarily in Switzerland by their foreign employer (e.g. to set up a branch office) generally benefit from the deductibility of (effectively incurred) special work-related expenses.

Natural persons without their place of residence or residency in Switzerland are subject to a limited tax liability (also tax at source) based on the economic affiliation, if they generate income in Switzerland. This refers, inter alia, to members of management of non-Swiss companies with a branch in Switzerland. To avoid or mitigate double taxation in Switzerland and abroad, Switzerland has double taxation agreements with more than 80 states.
Further information concerning taxes is available from the following websites:

- Federal Department of Finance (FDF)
  wwwefd.admin.ch
- Swiss Federal Tax Administration (FTA)
  www.estv.admin.ch
- SME portal of SECO
  www.kmu.admin.ch
- Cantonal tax offices
  www.fdk-cdf.ch
- Cantonal economic promotion agencies
  www.invest-in-switzerland.com

Switzerland’s three-pillar pension system

The Swiss pension and social security system combines and aligns the state, occupational and individual provisions. It is based on a three-pillar system which rates individual responsibility very highly. By international comparison, the overall burden of tax and social security charges is moderate.

(See also: www.bsv.admin.ch)

1st pillar
Coverage of basic needs of the insured is secured through the Federal Occupational Retirement and Survivors’ Insurance (AHV) and the Invalidity Insurance (IV). Both these insurances are compulsory and financed through employer and employee contributions (income percentage).

2nd pillar
The Occupational Pension Fund is complementary to the 1st pillar and designed to help secure a continuation of the former standard of living upon retirement. It is compulsory for all employees in Switzerland. It is also financed through employer and employee contributions (income percentage).

3rd pillar
The individual, optional private provisions of employed and self-employed persons are intended to cover additional personal needs, primarily through bank and insurance savings. These provisions are partly tax-privileged.

Supplementary benefits
The three basic pillars of social security are supplemented by the unemployment insurance and the income compensation scheme (EO) to cover income losses resulting from military service, civil defense, civilian service and maternity. Children’s allowances are to be paid pursuant to cantonal law.

Some of the websites to which reference is made in this publication currently only contain information in German.
A good reception thanks to a growing network

Different from other countries, Switzerland does not prescribe any compulsory membership in trade or industrial organizations or chambers of commerce. Also, the Swiss tend to be rather reserved when meeting people for the first time. Do not let this discourage you. Take the initiative and join associations and organizations. Make the most of the multifaceted networking platforms, of which there are plenty both for leisure-time interests and business activities.

A selection of organizations is listed below:

– Chambers of Commerce, such as cantonal chambers of commerce
  Swiss-American Chamber of Commerce www.amcham.ch
  Association of Swiss Foreign Trade Chambers www.swisscham.ch
– Industrial and other associations www.verbaende.ch
– Trade associations www.sgv-usam.ch
– International clubs

Additional information sources

In conclusion, here are some additional links and contact points that could be helpful or of interest:

– www.kmu.admin.ch
  Contact persons for EU/EFTA entrepreneurs who want to set up a company in Switzerland.
– www.ctistartup.ch
  National promotion program for high-tech business ideas and projects (life sciences, ICT, etc.): as a rule, the CTI R+D project is executed in collaboration with a university or a university of applied sciences.
– www.ige.ch
  Swiss Federal Institute of Intellectual Property.
– www.kmu.admin.ch
  Setting up a company online (platform of the Swiss Federation).
– www.seca.ch
  Association for corporate financing SECA.
– www.suisseid.ch
  Electronic proof of identity for the electronic processing of correspondence with the authorities.
– www.snf.ch
  Swiss National Science Foundation: basic research and promotion of technology partnerships.
– www.young-enterprise.ch
  Young Enterprise Switzerland Program: young people are given the opportunity to acquire their first entrepreneurial experience while running a mini-enterprise for one year.
– www.venturelab.ch
  Start-up training of the innovation promotion agency CTI for entrepreneurially-minded individuals from universities and universities of applied sciences with a focus on the growth industries ICT, life science, bio- or nanotechnology.
– www.zefix.ch
  Central company index (includes all companies registered in the Commercial Registry).

The German edition of *gründen* was launched in November 2012 and contains editorial contributions covering topics such as financing, trends, technology transfer and articles about young entrepreneurs who have already ventured into self-employment. A PDF version is available at www.gruenden.ch.
Business Incubators and Technology Parks

**National organizations**

- TECHNOPARK®-Allianz
  www.techopark-allianz.ch
- SwissParks – Association of Technology and Business Incubators
  www.swissparks.ch
- Interessengemeinschaft Coworking Schweiz
  http://coworking-schweiz.ch

**Berne / Midlands**

1. Start-up/Innovation Consulting, Berne
   www.innoBE.ch
2. DufourWest, Coworking Space, Biel
   www.dufourwest.ch
3. Technology Park, St-Imier (BE)
   www.st-imier.ch

**Northwestern Switzerland**

4. Basel Incubator, Start-up Center of Basel University and FHNW, Basel
   http://basel-inkubator.ch
5. CoworkingBasel, Basel
   http://coworkingbasel.ch
6. Technology Park Basel
   www.technologiepark-basel.ch
7. Tenum AG, offices and services, Liestal
   www.tenum.ch
8. Business Parc, reinach (BL)
   www.businessparc.ch
9. Business Parc Laufental, Zwingen (BL)
   www.businessparc.ch
10. TZW TechnologieZentrum, Witterswil (SO)
    www.tzw-witterswil.ch
11. Plug & Start, start-up-factory, Olten
    www.plug-and-start.ch
12. Creapole SA, connecting ideas, Delémont
    www.creapole.ch
13. TECHNOPARK® Aargau, Windisch
    www.techopark-aargau.ch
14. Swiss upSTART, Brugg
    www.fhnw.ch/upstart

**Zurich / Eastern Switzerland**

15. BlueLion, Zurich
    Incubator for ICT and clean tech companies
    www.bluelion.ch
16. Startzentrum Zürich, Zurich
    www.startzentrum.ch
17. TECHNOPARK® Zürich, Zurich
    www.techopark.ch
18. The HUB, Coworking Space, Zurich
    http://zurich.the-hub.net
19. Citizen Space, Coworking Space, Zurich
    www.citizen-space.ch
20. RocketPark, business park for internet start-ups, Zurich
    www.rocketpark.ch
21. BIO-TECHNOPARK® Schliren-Zurich
    www.bio-technopark.ch
22. TECHNOPARK® Winterthur, Winterthur
    www.techopark-winterthur.ch
23. CentralWay, Incubator, Winterthur
    http://centralway.com
24. glaTec – Technology Center at empa, Dübendorf
    www.glatec.ch
25. grow start-up organization, Wädenswil
    www.grow-waedenswil.ch
26. Stiftung Futur, Business Incubator, Rapperswil-Jona (SG)
    www.futur.ch
27. TZL TechnologieZentrum Linth, Ziegelbrücke (GL)
    www.tzl.ch
28. RhyTech – Materials World, Neuhausen am Rheinfall
    www.rhytech.ch
29. START! Business Incubator, Frauenfeld
    www.start-tg.ch
30. HTC High-Tech-Center AG, Tägerwil (TG)
    www.high-tech-center.ch
31. Spider Town, Tägerwil (TG)
    www.spiderstown.ch
32. Bodensee Technologie & Trade Center AG, Kreuzlingen
    www.bttc.ch
33. Tebo Technology Center at empa, St. Gallen
    www.tebo.ch
34. STARTFELD, St. Gallen
    www.startfeld.ch
35. Ostinn, coworking space/project support/education and knowledge, St. Gallen
    www.ostinn.ch
36. VentureWorks, Incubator, St. Gallen
    www.ventureworks.ch
37. rni Nova impulse center, Rebstein (SG)
    www.rinova.ch
38. E-Tower, Start-up Center of HTW, Chur
    www.e-towerchur.ch
39. Innozetz, Innovation and Start-up Grünsch (GR)
    www.innozet.ch
40. BusinessPark Zug, the start-up center in Zug
    www.businessparkzug.ch
41. CoworkingZUG, Zug
    www.coworkingzug.ch
42. TECHNOPARK® Lucerne, Root Längenbold
    www.techopark-luzern.ch
43. Coworking Box, Lucerne
    www.coworkingbox.ch
44. microPark Pilatus, Alpnach
    www.microparkpilatus.ch
45. Technologiezentrum Schwyz, Steinen
    www.tszs.ch

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**Central Switzerland**

40. BusinessPark Zug, the start-up center in Zug
    www.businessparkzug.ch
41. CoworkingZUG, Zug
    www.coworkingzug.ch
42. TECHNOPARK® Lucerne, Root Längenbold
    www.techopark-luzern.ch
43. Coworking Box, Lucerne
    www.coworkingbox.ch
44. microPark Pilatus, Alpnach
    www.microparkpilatus.ch
45. Technologiezentrum Schwyz, Steinen
    www.tszs.ch
Contact Points and Addresses for Company Founders

**Education and further training**

- Akad business (combination of classroom and face-to-face learning) [www.akad.ch/business](http://www.akad.ch/business)
- Basecamp Berne [www.basecamp.ch](http://www.basecamp.ch)
- Business Tools Zurich [www.btools.ch](http://www.btools.ch)
- BWL – Betriebswirtschaftliches Institut & Seminar Basel AG (distance learning) [www.bwl-institut.ch](http://www.bwl-institut.ch)
- CFI Entrepreneurship
  - In 2013, the Commission for Technology and Innovation CFI will start a new training program for the founders of science-based start-ups (five-day course and semester courses). The modules: «Business Creation» and «Business Development».
  - [www.cfi-entrepreneurship.ch](http://www.cfi-entrepreneurship.ch)
  - (starting in spring 2013)
- EB Zurich [www.eb-zuerich.ch](http://www.eb-zuerich.ch)
- ESW start-up [www.esw.ch](http://www.esw.ch)
- Universities of Applied Sciences [www.fachhochschulen.net](http://www.fachhochschulen.net)
- Henri B. Meier School of Entrepreneurs [www.unternehmerschule.es.unisg.ch](http://www.unternehmerschule.es.unisg.ch)
- School of Business Administration, Fribourg [www.heg-fr.ch](http://www.heg-fr.ch)
- IFJ Institute for Young Entrepreneurs
  - Free start-up courses [www.ifj.ch](http://www.ifj.ch)
- Life Science Zurich – Learning Center (LSLC) [www.lifescience-learningcenter.ch](http://www.lifescience-learningcenter.ch)
- SIFE
  - Swiss Institute for Entrepreneurship
  - University of Applied Sciences for Technology and Business Administration, Chur [www.sife.ch](http://www.sife.ch)
- SIU – Swiss Institute for Entrepreneur Training [www.siu.ch](http://www.siu.ch)
- start-net
  - Courses to set up a company successfully [www.start-net.ch](http://www.start-net.ch)
- StartUp Weekend Switzerland
  - (Basel, Berne, Lucerne, St. Gallen, Zurich) [www.startupweekend.ch](http://www.startupweekend.ch)

**STARTUPS**

- [www.startups.ch](http://www.startups.ch)
- Swiss School for International Business
  - Chambers of Commerce and Industry of Switzerland [www.ssib.ch](http://www.ssib.ch)
- TECHNOPARK® Academy, Zurich [www.tp.academy.ch](http://www.tp.academy.ch)
- St. Gallen University, Swiss Research Institute of Small Business and Entrepreneurship [www.kmu.unisg.ch](http://www.kmu.unisg.ch)
- upStart of the University of Applied Sciences and Arts Northwestern Switzerland [www.fhnw.ch/upstart](http://www.fhnw.ch/upstart)
- venturelab
  - Start-up training of the Commission for Technology and Innovation CTI for students and high-tech start-ups.
  - [www.venturelab.ch](http://www.venturelab.ch)
- Wyrsch Entrepreneur School AG for SMEs [www.unternehmerschule.ch](http://www.unternehmerschule.ch)
- Young Enterprise Switzerland Yes! [www.y-e.ch](http://www.y-e.ch)

**Consulting**

- Adlatus [www.adlatus.ch](http://www.adlatus.ch)
- Aargau Services
  - Start-up consulting in Canton Aargau [www.aargauerservices.ch](http://www.aargauerservices.ch)
- BaseCamp4HighTech, Berne [www.bc4ht.ch](http://www.bc4ht.ch)
- CimArk, Sion [www.cimark.ch](http://www.cimark.ch)
- EVA – The Basel life sciences start-up agency [www.eva-basel.ch](http://www.eva-basel.ch)
- FFC-STEP
  - Finding First Customer Innovation Promotion at EPFL [http://vpiv.epfl.ch](http://vpiv.epfl.ch)
- Innovation Promotion Agency CTI [www.kti-cti.ch](http://www.kti-cti.ch)
- [www.ctistartup.ch](http://www.ctistartup.ch)
- Genilem
  - Non-profit association for free start-up coaching [www.genilem.ch](http://www.genilem.ch)
- GründerZentrum Solothurn [www.gzs.ch](http://www.gzs.ch)
- Import/Export consulting of the Swiss School for International Business [www.ssib.ch/beratung](http://www.ssib.ch/beratung)
- i-net innovation networks switzerland, Basel [www.inet-innovation.ch](http://www.inet-innovation.ch)
- innov8E
  - Start-up and innovation consulting in the Canton of Berne [www.innobe.ch](http://www.innobe.ch)
- Innovations Transfer Central Switzerland ITZ [www.itz.ch](http://www.itz.ch)
- IFJ Institute for Young Entrepreneurs
  - Free start-up consulting [www.ifj.ch](http://www.ifj.ch)
- Jung-Unternehmer-Zentrum (young entrepreneurs center) Flawil, Gossau, Wattwil, Wil [www.jungunternehmerzentrum.ch](http://www.jungunternehmerzentrum.ch)
- CCF (financial expertise center) of the Canton of Valais [www.ccf-valais.ch](http://www.ccf-valais.ch)
- KMU next – Foundation for SME succession [www.kmunext.ch](http://www.kmunext.ch)
- KMU Zentrum at HTW Chur [www.kmuzentrum.ch](http://www.kmuzentrum.ch)
- KMU-Zentrum Liechtenstein at the University of Liechtenstein [www.kmu-zentrum.li](http://www.kmu-zentrum.li)
- Plattinn
  - Organization for the promotion of start-ups and SMEs in the cantons FR, GE, JU, NE, VS, VD [www.plattinn.ch](http://www.plattinn.ch)
- Swiss Franchise Association [www.franchiseverband.ch](http://www.franchiseverband.ch)
- senExpert
  - For support and advice, affordable business consulting partners [www.senexpert.ch](http://www.senexpert.ch)
- STARTFELD
  - Consulting and coaching of young entrepreneurs in the cantons AI, AR, St. Gallen [www.startfeld.ch](http://www.startfeld.ch)
- Startzentrum – everything for young entrepreneurs [www.startzentrum.ch](http://www.startzentrum.ch)
- Stiftung KMU Schweiz (SME Foundation Switzerland) [www.stiftung-kmu.ch](http://www.stiftung-kmu.ch)
- Startup Academy, Basel [http://startup-academy.ch](http://startup-academy.ch)
- STARTUPS
  - [www.startups.ch](http://www.startups.ch)
- Technologie Forum Zug [www.technologieforumzug.ch](http://www.technologieforumzug.ch)
- TECHNOPARK® Allianz [www.technopark-allianz.ch](http://www.technopark-allianz.ch)
- TREPUND|SUISSE – Swiss Fiduciary Association [www.treuhandsuisse.ch](http://www.treuhandsuisse.ch)

**Cluster initiatives**

- Automobile / Aerospace / Cleantech / Energy / Logistics
  - National
    - [www.autocluster.ch](http://www.autocluster.ch)
    - [www.energie-cluster.ch](http://www.energie-cluster.ch)
    - [www.logistikplattform.ch](http://www.logistikplattform.ch)
    - [www.swiss-aerospace-cluster.ch](http://www.swiss-aerospace-cluster.ch)
    - [www.swisscleantech.ch](http://www.swisscleantech.ch)
  - Aargau
    - [www.cleantech-aargau.ch](http://www.cleantech-aargau.ch)
    - [www.energie-gipfel.ch](http://www.energie-gipfel.ch)


C CONTACT POINTS AND ADDRESSES FOR COMPANY FOUNDERS

Basel
www.inet-basel.ch (cleantech)
Zug
www.cleantech-zug.ch
www.technologieforumzug.ch (cleantech, logistics)
Zurich area
www.newtechclub.ch (energy and building technology)
Western Switzerland
www.cleantech-alps.com

→ Bio- and Medtech/Nutrition/Life Sciences
National
www.medical-cluster.ch
www.medtech-switzerland.com
www.swissbiotech.org
Switzerland – Germany – France
www.biovalley.com
Basel
www.inet-basel.ch (life sciences)
Hombrechtikon Zurich
www.toolpoint.ch (life-science-tool sector)
Küssnacht am Rigi (SZ)
www.medtechcluster.ch
Schlieren-Zurich
www.bio-technopark.ch
Thurgau
www.ernaehrungswirtschaft.ch (food sector)
Zug
www.technologieforumzug.ch (life sciences/medtech)
Zurich
www.lifescience-zurich.ch
Western Switzerland
www.bioalps.org

→ Financial sector/Consulting
National
www.vqf.ch (financial services)
Berne
www.consultingcluster.ch
Pfäffikon (SZ)
www.financevalley.ch
Zug
www.ifz.ch (financial services institute)
Zurich
www.finanzplatz-zuerich.ch

→ Information & Communications Technology
National
www.ict-agenda.ch
www.swissict.ch (industry association)
Zurich/Lake Constance region
www.winlink.ch (Association for ICT)
Basel
www.inet-basel.ch (ICT network)
Luzern
www.gridlucerne.ch (ICT platform)
Berne
www.tcbe.ch (ICT platform)
Zug
www.technologieforumzug.ch (software)
Zurich
www.ezurich.ch (ICT platform, City of Zurich)
Zurich
www.zurichitalvalley.ch (IT platform, Glattal region)
Western Switzerland
www.alpict.com

→ Creative/Cultural industries
National
www.designnet.ch
www.kreativwirtschaft.ch
www.kulturwirtschaft.ch
Zurich
www.creativezurich.ch
Basel
www.ikbasel.ch (creative industries initiative)

→ Microtech and Nanotech/Precision/Packaging
National & International
www.cssem.ch (Centre Suisse d’Electronique et Microtechnique)
www.ipi.eu (International Packaging Institute, Schaffhausen)
www.netzwerk-kunststofftechnologie.ch (plastics technology network)
www.nanoscience.ch (nano sciences)
Cantons BE, JU, NE and SO
www.praeziisionscluster.ch
Lake Constance region
www.ncb.ch (nano cluster)
Basel
www.inet-basel.ch (nanotech)
Schaffhausen
www.its.sh.ch
Central Switzerland
www.mccs.ch (microtechnology)
Zug
www.technologieforumzug.ch (measurement & control technology, microtechnology, electronics)
Western Switzerland
www.micronarc.ch (micro- and nanotechnology)

→ Sports
National
www.sportcluster.ch

→ Industrial sectors and organizations
National
www.verbaende.ch (associations)

→ International cluster platforms
EU area
http://cluster-excellence.eu
Worldwide
www.tci-network.org/cluster/initiatives

Export
Osec Business Network Switzerland
www.osec.ch
Pool of Experts
www.poolofexperts.ch
Swiss Export
www.swissexport.ch
swissnex
Connecting the world and Switzerland in science, education, art and innovation
www.swissnex.ch
Chambers of Commerce and Industry of Switzerland
www.cci.ch

Financing

CTI Invest
Financing platform for high-tech enterprises
www.cti-invest.ch
Valais Club of Business Angels
www.bizangels.ch
BioValley Business Angels Club
www.biobac.ch
Brains to Ventures
International network of private investors
www.b-to-v.com
BAS – Business Angels Switzerland
www.businessangels.ch
ETH Pioneer Fellowship
Supporting ETH Zurich graduates to develop marketable ideas
www.eth-foundation.ch
Financial Services Provider of the Canton of Valais
www.ccf-valais.ch
FITEC
Fondation d’impulsion technologique et économique de Canton du Jura
www.fitec.ch
FONGIT Seed Invest
Seed money fund of the high-tech business incubator FONGIT
www.fongit.ch/project.html
Forschungsfond Aargau
Promotion of innovation in the Aargau economy
www.forschungsfonds-aargau.ch
Go Beyond
International network for Business Angels
www.go-beyond.ch
Go! Ziel selbständig
Consulting and micro-credits for young entrepreneurs
www.mikrokredite.ch
Hasler Stiftung
Promotion of innovative ICT start-ups with large market potential
www.haslerstiftung.ch
Innovationsfonds der Alternativen Bank Schweiz ABS
www.abs.ch
Innovation Fund of the Canton of Fribourg
Financing of research projects in science and technology that have substantial impact in the Canton
www.promfr.ch

Innovationstiftung der Schweizer Kantonalbank (innovation fund of the Cantonal Bank Switzerland)
Growing financing and succession planning
www.szk.ch/innovationstiftung

KTI Förderagentur Innovation
Financing of longer-term «Discovery Projects» with high market potential
www.kti.admin.ch

Cantonal Banks
Start-up financing
www.kantonalbank.ch

Mikrokredit Solidarität Schweiz MSS
Start-up financing of SMEs
www.mikrokredit-solidaritaet.ch

MSM Investorenvereinigung
(Business Angels Club)
www.msmgroup.ch/lv.html

Venture Capital Fribourg Ltd.
For companies in the start-up or expansion phase with a (planned) location in the Canton of Fribourg
www.promfr.ch

SECA Swiss Private Equity & Corporate Finance Association
Members: venture capital investors, investment companies, business angels
www.seca.ch

Seed Capital Fribourg
Seed capital funding of science or technology projects with high value-added
www.promfr.ch

STARTFELD
Early financing of innovative start-ups in the cantons AI, AR, SG through interest-free loans
www.startfeld.ch

StartFinance
Financing platform for growth-oriented young companies
www.startfinance.ch

StartAngels Network
Platform for business angel investors
www.startangels.ch

SVC Ltd. for Risk Capital for SMEs of the Swiss Venture Club (SVC)
Promotion of innovative projects of SMEs, start-ups and existing companies
www.svc-risikokapital.ch

Venture Kick
2 million CHF start-up capital per year for innovative start-up projects at Swiss universities
www.venturekick.ch

Volkswirtschaftsstiftung
Starting aid for innovative young entrepreneurs
www.volkswirtschaft-stiftung.ch

Venture Valuation
Consulting and free information on the subject of valuation
www.venturevaluation.com

Guarantee cooperatives

Bürgschaftsfonds des Kantons Schwyz
www.szk.ch/buergschaftsfonds

Bürgschaftsgenossenschaft beider Basel
www.btg.ch

Bürgschaftsgenossenschaft Mitte
for SMEs in the cantons AG (only Fricktal), BL, BS, BE, JU, SO, LU, OW, NW
www.bgm-ccc.ch

Bürgschaftsgenossenschaft Westschweiz
for the cantons FR, GE, NE, VS, VD
www.crrpme.ch

Bürgschaft Westschweiz
of the cantons FR, GE, NE, VS, VD
www.cautionnementromand.ch

Fondect
Financing of companies in the City of Geneva
www.fondect.ch

Ostschweizer Bürgschaftsgenossenschaft
for the cantons AG, AI, AR, GL, GR, LU, NW, OW, SG, SH, SZ, TG, TI, UR, ZG, ZH
www.obtg.ch

OVAC – Office valaisan de cautionnement
www.ovac.ch

SAFFA – Guarantee Cooperative for Women Entrepreneurs
www.saffa.ch

Women’s networks

Alliance F – Bund Schweizerischer Frauenorganisationen
(Union of Swiss women’s organizations)
www.alliancecf.ch

arena femina – connections for women’s business
www.arenafemina.ch

Business and Professional Women Switzerland
www.bpw.ch

CFE – Club de Femmes Entrepreneurs
www.femmes-entrepreneurs.ch

donna informatica – network for women in IT
www.donnainformatica.s.i.ch

European Women’s Management Development International Network
www.ewm.org

femdat – Swiss database of women scientists and experts from various professions
www.femdat.ch

FFU – FachFrauenUmwelt
(Professional women in the environmental sector)
www.ffu-pee.ch

f.i.t – network for and by women in tourism
www.f-i.t.ch

FOKA – Swiss forum of women in commercial professions
www.foka.ch

FrauenVernetzungsWerkstatt
(Women’s networking workshop)
www.frauenvernetzungswerkstatt.ch

Infostelle Frau + Arbeit
(Information point women and work)
www.frauundarbeit.ch

KMU Frauen Schweiz – Women’s Network of the Swiss Industry and Trade Association
www.kmufrauenschweiz.ch

Mentoringpool für Frauen
(Mentoring pool for women)
www.mentoringpool.ch

NEFU – network of one-woman entrepreneurs
www.nefu.ch

Online magazine for professional women
www.ostschweizerinnen.ch

Soroptimist – part of the global organization for business and professional women
www.soroptimist.ch

SVA – Swiss Association of Women University Graduates
www.unifemmes.ch

SVIN – Swiss Association of Women Engineers
www.svin.ch

Swonet – Swiss Women Network
www.swonet.ch

VCHU
(Association of swiss women entrepreneurs)
www.vchu.ch

Verband Frauenunternehmen
(Association for women’s enterprises)
www.frauenunternehmen.ch

Verband Wirtschaftsfrauen Schweiz
(Swiss Business Women Association)
www.wirtschaftsfrauen.ch

Wif – economic forum for women
www.wif-wirtschaftsforum.ch

WIN – Women Innovation Network
www.win-web.ch

Women’s Forum – network
for the dedicated businesswoman
www.womensforum.ch

Zonta Switzerland and Liechtenstein – part of the global network of business and professional women
www.zonta.ch

Internet platforms

www.100-days.net
www.c-crowd.com
www.wemakeit.ch
Crowdfunding platforms
www.capitalproximate.ch
Platform for connecting capital-seeking companies in Western Switzerland with potential investors
www.ch.ch/unternehmen
Portal to online information of the federal government, cantons, local authorities
www.StartBiz.ch
Secho online counter for setting up a company
www.ifj.ch
www.netnotar.ch
www.startups.ch
Setting up a company online
www.kti-cti.ch
Innovation promotion agency CTI
www.gruenden.ch
Platform for setting up a company, Canton of Zurich
www.genilem.ch
Platform for start-up coaching
www.start-net.ch
Platform for setting up a company, Canton of Aargau
www.gruendermesse.ch
Platform of Eastern Switzerland’s fair for company founders
www.inno-swiss.com
Social media platform of the Swiss start-up scene
www.startup.ch
Directory of innovative Swiss young entrepreneurs, incl. TOP100 start-ups
www.estarter.ch
Portal for Swiss SMEs and company founders
www.startupticker.ch
The Swiss news portal with daily information about the start-up scene (in English, German, French, Italian)
www.startupmonitor.ch
Swiss start-up-monitor – the community platform for young Swiss companies
www.swissstartups.com
www.startwerk.ch
Blog platforms for Swiss start-ups
www.swissnanocube.ch
Nano-information platform for vocational education, secondary schools and professional education and training (PET) colleges
www.kmunext.ch
Foundation KMU Next for SME succession
www.companymarket.ch
SME market platform
www.forschungsportal.ch
www.rdb.ethz.ch
www.research-projects.uzh.ch
Research portals of universities

—— F & E networks
www.sustainableengineering.ch
www.kmuzentrumholz.ch
www.biotechnet.ch
www.academy.ch
National F & E consortium of Swiss university institutions, companies and public institutions
www.brenet.ch
Building and Renewable Energies Network of Technology
www.foodresearch.ch
Network of publicly funded Swiss academic institutions to enhance the competitiveness of the Swiss food industry and its suppliers
www.swisslasener.net
www.manufuture.ch
Swiss Institute of Service Sciences SISS
http://crag.hesge.ch/service-science
IDEE-SUISSE
Swiss association for ideas and innovation management
www.idee-suisse.ch
Ingenieure für die Schweiz von morgen
(Engineers shaping Switzerland’s future)
www.inrch.ch
IFJ Startimpuls
Monthly networking events across Switzerland
www.ifj.ch
Junior Chamber Switzerland
www.juniorchamber.ch
Manufuture-CH
Swiss subsidiary of the European network and platform for production-related topics (MEM industry)
www.manufuture.ch
Pioneers’ Club PUC – bringing emerging entrepreneurs together
www.pcunetwork.ch
Swiss Foundations
Network of Swiss grant-making foundations
www.swissfoundations.ch
Swiss Technology Network
www.swissst.net
Schweizerischer Gewerbeverband
(Swiss Industry and Trade Association)
www.sgv-usam.ch
Swiss Biotech Association
www.swissbiotechassociation.ch
Venture Networking
www.venturelab.ch
Winclub
Club for young entrepreneurs from the Winterthur region
www.winclub.ch

Organizations / Networks

—— Efficiency clubs
Basel: www.efficiency-club.ch
Biel: www.efficiency-biel.ch
Berne: www.efficiency-bern.ch
Lucerne: www.efficiency-luzern.ch
Zug: www.efficiency-club-zug.ch
Zurich: www.efficiency.ch
Family Business Network FBN
www.fbn.ch

Science and technology transfer centers

—— National organizations
CSEM
Neuenburg, Alpnach, Basel, Landquart, Zurich
www.csem.ch
Energy Cluster
www.energie-cluster.ch
Swiss Technology Transfer Association swiTT
www.switt.ch
Swiss Design Transfer
www.swissdesigntransfer.ch
TECHNOPARK® Allianz
www.technopark-allianz.ch
Environment and Energy
www.eco-net.ch
Swiss Association of Incubators and Technology Parks
www.swissparks.ch

—— Consortia
Midlands W6
BE, FR, ZH, Greater Zurich Area
Domenico Alexakis
Tel: +41 (0)44 786 14 28
www.woch6.ch
Competence Center for Medical Technology
www.ccmedtech.ch
Northwest Switzerland WKNW
BS, BL, AG, SO
Thomas Ruppli
Tel: +41 (0)61 267 33 88
www.wknw.ch
Innovation Transfer Central Switzerland (ITZ)
LU, UR, SZ, OW, NW, ZG
Willy Küchler
Tel: +41 (0)41 349 50 62
www.itz.ch
CHost
Knowledge and technology transfer
Eastern Switzerland
Thomas Friedli
Tel: +41 (0)71 224 72 60
www.wtt-ghost.ch
Alliance (Western Switzerland)
GE, VS, NE, FR, JU, Bernese Jura
Gabriel Clerc
Tel: +41 (0)21 693 35 82
www.alliance-ff.ch
Network Wood
F & E consortium as a network for Swiss universities in the field of forestry-wood-construction
www.netzwerkholz.ch
University transfer centers
ETH transfer Zurich
www.ethz.ch
Universities of applied sciences
www.fachhochschulen.net
Ticinotransfer
www.agire.ch
C CONTACT POINTS AND ADDRESSES FOR COMPANY FOUNDERS

Unitec
Technology transfer office of the University of Geneva
www.unige.ch/unitec

unitecra
Technology transfer office of the universities of Basel, Berne and Zurich
www.unitecra.ch

Knowledge transfer office of the University of Applied Sciences St. Gallen
www.fhsg.ch

→ Regional organizations

Empa Technologie transfer
grow – organization for company founders Wädenswil
www.grow-waedenswil.ch
ITS Industry and Technology Center Schaffhausen
www.its.sh.ch
SME Center, Vaduz
www.kmu-zentrum.li
Micro Center Central Switzerland AG
www.mccs.ch
Paul Scherrer Institute, Villigen
www.psi.ch/industry
Innovations platform for SMEs in Western Switzerland
www.platinn.ch
RFIDnet Bern GmbH
www.rfidnet.ch
The Ark Foundation, Sion
www.theark.ch
FIT Technology transfer, Windisch
www.fhnw.ch
TEK – knowledge gives you a head start, Zurich
www.tek-kmu.ch

Promotion of economic development

Aargau
Aargau Services Economic promotion
Tel +41 (0)62 835 24 40
www.aargauservices.ch

Appenzell Ausserrhoden
Economic Development Office
Tel +41 (0)71 353 61 11
www.wifoear.ch

Appenzell Innerhoden
Promotion of economic development
Tel +41 (0)71 788 94 44
www.ai.ch/standort

Basel Stadt/Basel-Land
Promotion of economic development in the Basel area
Tel +41 (0)61 295 50 00
www.baselarea.ch

Berne
Promotion of economic development (WFB)
Tel +41 (0)31 633 41 20
www.berneinvest.com

Fribourg
Promotion of economic development (WIF)
Tel +41 (0)26 304 14 00
www.whyfribourg.ch

Geneva
Promotion of economic development
Tel +41 (0)22 388 34 34
www.whygeneva.ch

Glarus
Business contact point
Tel +41 (0)55 646 66 14
www.glarusnet.ch

Grisons
Office for economy and tourism
Tel +41 (0)81 257 23 42
www.glarusturism.ch

Jura
Promotion of economic development
Tel +41 (0)31 420 52 20
www.jura.ch/eco

Lucerne
Promotion of economic development
Tel +41 (0)41 367 44 00
www.luzern-business.ch

Neuchâtel
Promotion of economic development
Tel +41 (0)32 889 68 20
www.neuchateleconomie.ch

Nidwalden
Promotion of economic development
Tel +41 (0)41 618 76 54
www.wirtschaftsfoerderung.nw.ch

Obwalden
Promotion of economic development
Tel +41 (0)41 660 90 66
www.iow.ch

St. Gallen
Promotion of economic development
Tel +41 (0)71 229 35 60
www.standort.sg.ch

Schaffhausen
Promotion of economic development
Tel +41 (0)52 674 03 03
www.economy.sh

Schwyz
Promotion of economic development
Tel +41 (0)41 819 16 34
www.schwyz-wirtschaft.ch

Höfe – Promotion of economic development
Tel +41 (0)55 410 25 50
www.standort-hoefe.ch

Solothurn
Promotion of economic development
Tel +41 (0)32 627 95 23
www.standortsolothurn.ch

Thurgau
Promotion of economic development
Tel +41 (0)52 724 26 06
www.wifoe.tg.ch

Ticino
Promotion of economic development
Tel +41 (0)91 814 35 41
www.ti.ch/copernico

Uri
Promotion of economic development
Tel +41 (0)41 875 24 01
www.ur.ch/wfu

Vaud
Business and economic development
Tel +41 (0)21 316 60 21
www.vd.ch/selt

Valais
Promotion of economic development
Tel +41 (0)27 606 73 51
www.business-valais.ch

Zug
Business contact point
Tel +41 (0)41 728 55 04
www.zug.ch/economy

Zürich
Business and economic development
Cantons of Zurich
Tel +41 (0)43 259 49 92
www.awa.zh.ch

Network of business and economic development offices, Canton of Zurich
www.standort.zh.ch/nwsf

Greater Zurich Area
www.greaterzuricharea.ch
Join us!

The Swiss Start-up Monitor is now ready for the first usage! Become a part of it, support our initiative to raise the visibility of Switzerland’s start-ups and enjoy the special benefits of registered start-ups, e.g.:

- Be aware of current business plan deadlines or other applications
- Find templates for founder business contracts
- Re-use your start-up information on other platforms and keep stakeholders up-to-date
- Connect with the Swiss start-up community
- Use our free financial tools to simplify your start-up life

→ Register on www.startupmonitor.ch

About us
The Swiss Start-up Monitor is a non-profit scientifically based initiative pursuing the quantification of the Swiss start-up scene as the main objective. Start-ups registering and using the platform will support us in showing that start-ups can have a significant impact on the Swiss economy, in raising the international awareness of the Swiss start-up scene, and in simplifying data sharing between start-ups and stakeholders through an online platform.

More information about us on
www.startupmonitor.ch
facebook.com/startupmonitor.ch
twitter.com/startupmonitor

Supporting Partners
# Overview of Legal Structures

<table>
<thead>
<tr>
<th>Sole Proprietorship*</th>
<th>Kollektivgesellschaft* (general partnership)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Legislative basis</strong></td>
<td>Not regulated separately in the Swiss CO</td>
</tr>
<tr>
<td><strong>Main use</strong></td>
<td>Small firms, activities carried out by individuals (e.g. artists)</td>
</tr>
<tr>
<td><strong>Legal status</strong></td>
<td>Sole property of the firm’s owner</td>
</tr>
<tr>
<td><strong>Composition of the company name</strong></td>
<td>Family name of proprietor with or without first name CO 944, 945</td>
</tr>
<tr>
<td><strong>Formation through</strong></td>
<td>Self-employment, economic activity as a means of permanent gainful employment.</td>
</tr>
<tr>
<td>business carried out in a commercial manner See comment 1, page 20</td>
<td></td>
</tr>
<tr>
<td><strong>Registration in CR (commercial register)</strong></td>
<td>Compulsory for businesses pursuing commercial aims that achieve an annual turnover of minimum CHF 100 000 OCR 36</td>
</tr>
<tr>
<td><strong>Number of partners or members</strong></td>
<td>1 natural person is the sole proprietor</td>
</tr>
<tr>
<td><strong>Capital required</strong></td>
<td>No stipulations</td>
</tr>
</tbody>
</table>

CR = Commercial Register OCR = Ordinance on the Commercial Register CO = Swiss Code of Obligations BD = Board of Directors CC = Swiss Civil Code
### Kommanditgesellschaft* (limited partnership)

<table>
<thead>
<tr>
<th>CO 594 – 619</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special cases, e.g. small businesses that carry out activities which are strongly individual-centered, with involvement of external investors</td>
</tr>
<tr>
<td>Partnership</td>
</tr>
</tbody>
</table>

### Gesellschaft mit beschränkter Haftung (GmbH)  
(roughly equivalent to: limited liability company)

<table>
<thead>
<tr>
<th>CO 772 – 827</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free choice (personal names, activity, fantasy designations) provided the name is still available. See checklist for setting up a company starting on page 23. The legal form must be indicated in the company’s name. CO 944, 950</td>
</tr>
</tbody>
</table>
| Compulsory for businesses pursuing commercial aims  
CO 594 III |

### Aktiengesellschaft (AG)  
(roughly equivalent to: corporation or plc)

<table>
<thead>
<tr>
<th>CO 620 – 763</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free choice of company name (personal names, activity, fantasy designations) provided the name is still available. See checklist for setting up a company starting on page 23. The legal form must be indicated in the company’s name. OR 944, 950</td>
</tr>
</tbody>
</table>
| At least one shareholder  
Shareholders may be natural persons, legal entities or corporations  
CO 775 |

### Notes:

- For natural persons, the self-employment activity must be recognized by the compensation fund pursuant to social insurance law. Further information is available at [www.gruenden.ch](http://www.gruenden.ch).

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* Special cases, e.g. small businesses that carry out activities which are strongly individual-centered, with involvement of external investors.

* Suitable for virtually all types of commercial companies.

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**Further information is available at www.gruenden.ch.**

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<table>
<thead>
<tr>
<th><strong>D Vulnerability of Legal Structures</strong></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>Sole Proprietorship</strong></th>
<th><strong>Kollektivgesellschaft</strong> (general partnership)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>In-kind payments</strong></td>
<td>Permitted</td>
</tr>
<tr>
<td><strong>Organization and executive bodies</strong></td>
<td>No executive bodies</td>
</tr>
<tr>
<td></td>
<td>Trustees/auditors may be appointed</td>
</tr>
<tr>
<td><strong>Liability/further contributions</strong></td>
<td>Unlimited liability of the proprietor with personal assets.</td>
</tr>
<tr>
<td><strong>subsidiary = complementary to company capital if this is exhausted</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Growth using external capital/investors</strong></td>
<td>Not suitable</td>
</tr>
<tr>
<td>See comment 2, page 20</td>
<td></td>
</tr>
<tr>
<td><strong>Use of profit and bearing losses</strong></td>
<td>The proprietor alone.</td>
</tr>
<tr>
<td><strong>Compulsory accounting requirement</strong></td>
<td>If the firm is obliged to register in the CR CO 957, OCR 36</td>
</tr>
<tr>
<td><strong>Taxation</strong></td>
<td>Proprietor for entire income and assets from business and private sector.</td>
</tr>
<tr>
<td>Further information is available at <a href="http://www.gruenden.ch">www.gruenden.ch</a></td>
<td></td>
</tr>
<tr>
<td><strong>Costs for setting up a company</strong> (consultation, founding, notary, registration in the commercial register)</td>
<td>CHF 500 to 2500</td>
</tr>
<tr>
<td><strong>Company management and representation</strong></td>
<td>By the proprietor and individuals he/she may appoint</td>
</tr>
</tbody>
</table>

**CR = Commercial Register  OCR = Ordinance on the Commercial Register  CO = Swiss Code of Obligations  BD = Board of Directors  CC = Swiss Civil Code**
<table>
<thead>
<tr>
<th>Kommanditgesellschaft* (limited partnership)</th>
<th>Gesellschaft mit beschränkter Haftung (GmbH) (roughly equivalent to: limited liability company)</th>
<th>Aktiengesellschaft (AG) (roughly equivalent to: corporation or plc)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permitted CO 598 and/or 557, 531</td>
<td>Permitted, special procedure CO 777 li in conj. with 628 and 634</td>
<td>Permitted, special procedure CO 628, 634</td>
</tr>
<tr>
<td>Partners</td>
<td>General meeting of members – Management board (minimum 1 member) – Auditors if not dispensed with CO 727a II CO 809 et seq.</td>
<td>– Annual general meeting – Board of directors (minimum 1 member) – Auditors if not dispensed with CO 727a II CO 698 et seq.</td>
</tr>
<tr>
<td>Auditors may be appointed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary liability to the level of company capital. Subsidiary joint and several unlimited liability of each general partner with personal assets CO 604</td>
<td>Liability limited exclusively to the company’s assets. CO 794 Optional limited liability to make further contributions according to the articles of association Further contributions linked to each capital share that must be paid up are determined in the articles of association and may not exceed twice the nominal value of the capital share. Liability only for further contributions linked to own capital share CO 795</td>
<td>Liability limited exclusively to the company’s assets. Each stockholder is obliged to pay in his quota of the share capital (payment under subscription). CO 630</td>
</tr>
<tr>
<td>Admission of new general or limited partners CO 612</td>
<td>Increase of company capital by modifying articles of association CO 781</td>
<td>Various forms of capital increase possible by modifying articles of association CO 650 et seq.</td>
</tr>
<tr>
<td>As stipulated in the articles of partnership CO 601</td>
<td>Shareholders are entitled to share of balance sheet profits as stipulated by law and in the articles of association CO 798, 801 in conjunction with 660</td>
<td>Shareholders are entitled to a share of the balance sheet profit pursuant to the law and the articles of association CO 660</td>
</tr>
<tr>
<td>If the partnership must be registered in the CR CO 957 – 964</td>
<td>Yes CO 957 – 964</td>
<td>Yes CO 957 – 964</td>
</tr>
<tr>
<td>Each partner for share of income and assets derived from the partnership as well as for private income and assets</td>
<td>Company for profit and capital Shareholders for capital share as assets and profit distributions as income</td>
<td>Company for profit and capital Shareholders for shares as assets and dividends as income</td>
</tr>
<tr>
<td>CHF 2500 to 5500</td>
<td>From CHF 3000</td>
<td>From CHF 3000</td>
</tr>
<tr>
<td>By each general partner in his/her own right, unless determined otherwise in a partnership resolution However, at least 1 general partner must be authorized as a representative The limited partner has neither the right nor the duty of management CO 600 I Other authorized signatories according to partnership resolution CO 599, 603/563</td>
<td>Responsibility for management shared collectively by all shareholders unless determined otherwise in the articles of association CO 809 Each manager is authorized to represent the company Other stipulations may be made in deviation of this in the articles of association; however at least one executive manager must be appointed to represent the company CO 814 et seq.</td>
<td>Management by the entire board of directors provided such has not been assigned to individual board members or third parties in the organizational regulations CO 716 b Representation by each director individually unless assigned to individual board members or third parties in the articles of association, organizational regulations or by board resolution CO 718 I, II At least one board member must be authorized for representation CO 718 III</td>
</tr>
</tbody>
</table>

* For natural persons, the self-employment activity must be recognized by the compensation fund pursuant to social insurance law. Further information is available at www.gruenden.ch.
Information for board members and executive managers*

It is incumbent on members of the board of an AG or the executive managers of a GmbH to supervise and manage the corporation according to the legislation. Breach of this obligation can lead to the office bearers being held personally liable. Make sure you have regular access to the required information and compare events continuously with the business plan/budget and intervene quickly when something goes wrong. Special care should be taken to pay the Old Age and Survivors’ Insurance (OASI/AHV) contributions regularly because a more stringent level of personal liability is applied in respect of such contributions. The obligations and responsibilities referred to may also be incumbent on so-called de facto bodies meaning persons who are not formal members of the board or executive managers but who may substantially influence management of the business.

Information concerning simple partnerships and general partnerships*

A simple partnership is a community based on law and a partnership under Swiss law. Pursuant to Art. 530 of the CO, it is defined as a contractual association of two or more individuals to attain a mutual goal by means of mutual efforts and funds. According to Art. 530, para.2 CO the simple partnership is defined conversely as the form of corporation that arises if the conditions are not met for any other form of corporation. Individuals who “carry on trade, manufacturing or any other business according to commercial principles under a mutual firm” (Art. 552 CO) become a general partnership. The simple partnership is not a legal entity and therefore has no legal capacity. The partners are primarily liable jointly and severally for the partnership’s debts. Be aware that the moment you do not decide for any other legal form and engage in business mutually with others you become part of either a simple partnership or a general partnership. Both may be informal, that is they come into existence without a written contract simply through mere activity performed, e.g. by representation with a mutual name, letterhead or by submitting quotations and invoices in the name of the association.

* These articles have been kindly provided by the MSM Group, Winterthur, www msmgroup.ch.
Comments

1. An independent economic activity of an intended permanent nature that does not necessarily presuppose profit orientation.

2. In addition to the possibilities provided under corporate law for acquiring external investors, there are various contractual arrangements possible covering the range from external capital to equity, e.g. convertible loans, loans with a conversion option or a success-related interest rate.

3. Exit: Sale of the business through transfer of assets and liabilities is permitted for all corporate structures. The conditions of the law on mergers (CO 181 IV) regulate takeovers of the assets or the business of general partnerships, limited partnerships, partnerships limited by shares, corporations/public limited companies, limited liability companies, cooperatives, associations, foundations and sole proprietorships registered in the commercial register. In all other cases see CO 181 I, II and III (continued liability of the transferor). For information on transfer of employment relationships cp. CO 333.

Employee participation: Alternatives to transferring company equity (e.g. shares) are, inter alia, bonus contracts and participation in profits.

4. Before taking up employment, foreign nationals require both a work permit and a residence permit entitling them to pursue gainful employment. Citizens of EU*/EFTA** member states need a valid residence permit (L or B EU/EFTA). Citizens of non-EU/EFTA states are only granted initial work permits as an exception, provided they are indispensable specialists or if special reasons can be given justifying the exception. Further information is available at: www.bfm.admin.ch or the accordant cantonal offices.

For natural persons, the self-employment activity must be recognized by the compensation fund pursuant to social insurance law. Further information is available at www.gruenden.ch.
Information for Non-Swiss Nationals

Due to the differences between citizens from the various countries, the following chart can only give a general overview. It is advisable to consult the appropriate authorities or seek advice on an individual basis.

### Residence and employment

| EU-25 nationals |
|---|---|
| employed by a Swiss employer | for more than 3 months |
| receive a residence permit L or B (depending on length of employment contract); these individuals are entitled to issuance; obligation to register at the residents’ registration office of the municipality of residence before starting work (a valid travel document and an employment contract or confirmation of employment must be presented). |

<table>
<thead>
<tr>
<th>EU-25 nationals</th>
<th>employed by a foreign employer</th>
<th>for more than 3 months</th>
</tr>
</thead>
<tbody>
<tr>
<td>are considered as posted employees/service providers even if they temporarily have their place of residence in Switzerland; the employer must obtain a work permit for them; conditions that need to be met: general interest of the economy, salary terms and conditions of employment, personal qualifications and existing quotas. Registration before starting work at the residents’ registration office of the municipality of residence can only occur once this permit is available (a valid travel document and an employment contract or confirmation of employment must be presented).</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EU-25 nationals</th>
<th>whose place of residence is outside of Switzerland</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>who are gainfully employed for more than 3 months per calendar year receive a cross-border commuter permit (G permit) on presentation of a certificate of employment. This falls within the remit of the Migration Office.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EU-25 nationals</th>
<th>short-term residence for work purposes</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>can work in Switzerland for a maximum of 90 days without a permit; however, they are required to register with the authorities if employment exceeds 8 days. The obligation to register from day 1 applies to: main and subsidiary construction work, hospitality, cleaning, surveillance and security services. Registration must occur at the latest 8 days before commencement of work.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Short-term residence

<table>
<thead>
<tr>
<th>Short-term residence permit (Permit L)</th>
<th>Stays for up to one year; can be extended to an overall duration of no more than 24 months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence permit (Permit B)</td>
<td>Stays for more than one year; limited.</td>
</tr>
<tr>
<td>Settlement permit (Permit C)</td>
<td>Unlimited</td>
</tr>
</tbody>
</table>

### EU-25 nationals

- **EFTA**
  - Liechtenstein, Iceland, Norway, Switzerland
- **EU-25**
  - Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, United Kingdom
- **EU-2**
  - Bulgaria and Romania

### EU-2 nationals

- **employed by a Swiss employer**
  - firstly, the employer needs to apply for a work permit for the employee. Conditions that need to be met for this: local worker priority, salary terms and conditions of employment as well as existing quotas. If these conditions are met, a residence permit can be granted (L or B, depending on the length of employment); registration is required before commencing work at the residents’ registration office of the municipality of residence (documents required: valid travel document and an employment contract or written confirmation of employment); bear in mind that notification must be given of any change of residence.

- **employed by a foreign employer**
  - analogous to EU-25 citizens

### Third-country nationals

- **entry only possible with valid visa and travel documents. Limited to specialists, executives and other highly skilled workers.**

- **employed by a Swiss employer:**
  - fulfilment of the requirements: general interest of the economy, local worker priority, salary terms and conditions of employment, personal qualifications and existing quotas.

- **employed by a foreign employer:**
  - see EU-25 citizens; fulfilment of the requirements: general interest of the economy, salary terms and conditions of employment, personal qualifications and existing quotas.

### Particularities of the residence permits

<table>
<thead>
<tr>
<th>Permit B</th>
<th>for stays lasting more than 1 year; for a specific purpose; limited; can be extended provided there are no reasons for withdrawal.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permit L</td>
<td>for stays up to 1 year, for a specific purpose; limited, can be extended to an overall duration of no more than 24 months.</td>
</tr>
</tbody>
</table>

### Local worker priority

- The applicant employer must provide evidence that he/she has not been able to find a suitably qualified person (in terms of education and work experience) from Switzerland or the EU/EFTA area. In the case of EU-2 nationals, only proof of search efforts in Switzerland is required.

### Salary terms and conditions of employment

- Salaries and conditions of employment must be in accordance with the conditions customary to the region, profession and industrial sector.

### Quota

- Quota of L and B permits fixed annually by the Federal Council.
Self-employment
Setting up a Sole Proprietorship, GmbH or AG


Introductory remarks
EU/EFTA nationals can generally become self-employed.
Non-Swiss nationals with a C permit or a B permit who are married to
1. a Swiss citizen or
2. a C permit holder or
3. a B permit holder
can, as a general rule, become self-employed.
Third-country nationals without a residence or settlement permit can only become self-employed if the planned endeavour is in the interest of the general economy and the necessary financial and business requirements are met. The application forms and documents (incl. a business plan) are examined by the labour market authorities.

Setting up a sole proprietorship
The family name must constitute a key component of the company name (Art. 945 para.1 CO); as the case may be, registration of the sole proprietorship in the commercial register at the place of business (dependent on type of business and turnover: required for a business carried out in a commercial manner with an annual turnover of minimum CHF 100'000).*

Establishing an AG
In principle the following applies:
1 founder (Art. 625 CO); at least 1 member of the board of directors or officer domiciled in Switzerland (Art. 718 para.4 CO); registration in the commercial register at the place of the registered offices of the AG (Art. 640 CO).
In addition:
As the case may be, permission pursuant to the Federal Law on the Acquisition of Real Estate by Persons Resident Abroad (BewG) for persons abroad, pursuant to Art. 5 BewG, who are participating in the AG.*

Establishing a GmbH
In principle the following applies:
1 founder (Art. 775 CO); at least 1 executive manager or officer domiciled in Switzerland (Art. 814 para.3 CO); registration in the commercial register at the place of the registered offices of the GmbH (Art. 778 CO).
In addition:
As the case may be, permission pursuant to the Federal Law on the Acquisition of Real Estate by Persons Resident Abroad (BewG) for persons abroad, pursuant to Art. 5 BewG, who are participating in the GmbH.*

* For further requirements, please consult the Overview of Legal Structures on page 15 or go to www.gruenden.ch.

Acquisition of real estate

Supervisory authority:
Federal Office of Justice www.bj.admin.ch

Acquisition not subject to authorization:
of real estate for business purposes irrespective of place of residence, domicile and nationality
of main residence
for all foreigners domiciled in Switzerland
of secondary residence
EU/EFTA nationals domiciled in Switzerland and third-country nationals with Permit C

holiday home/serviced flat in apartment hotel:
EU/EFTA nationals who are domiciled in Switzerland

Acquisition not possible
of secondary residence:
– by foreign nationals domiciled abroad (exception: secondary residence at the place of work for cross-border commuters with EU/EFTA citizenship)
– by third-country nationals without a C permit
of main residence:
– by third-country nationals without a C and B permit

Acquisition permit required for
acquiring a holiday home/serviced flat in an apartment hotel:
– by foreign nationals domiciled abroad
– by companies domiciled abroad or companies domiciled in Switzerland that are controlled by persons abroad

Family reunion

Enforcement authority:
Federal Office for Migration www.bfm.admin.ch and cantonal migration offices

For Swiss nationals and foreign nationals with a C permit
foreign spouses, registered partners and unmarried children under 18 years of age
are entitled to the granting and extension of the residence permit, provided they live together
children under 12 years of age
are entitled to the granting of a settlement permit

For EU/EFTA nationals with a residence permit or a short-term residence permit
parents, parents-in-law and grandparents, spouses, registered partners, (step)children under 21 years of age
may be granted a residence permit, provided their keep is assured and adequate dwellings are available.

For foreign nationals with residence permit B or L
foreign spouses, registered partners and unmarried children under 18 years of age may be granted a permit B or L under the following conditions:
– cohabitation and
– availability of adequate dwellings and
– not dependent on social welfare
Checklist for setting up a company

Please note that not all points listed in this checklist necessarily apply to every individual case. Some topics presented here are explained more extensively on the website www.gruenden.ch.

<table>
<thead>
<tr>
<th>Preparation</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basic legal considerations</strong></td>
<td></td>
</tr>
<tr>
<td>All three legal structures</td>
<td>GmbH</td>
</tr>
<tr>
<td>Irrespective of the legal structure, every company founder should be aware that there are activities and trade relations which need to be regulated by way of a contract.</td>
<td>Corporate law issues need to be addressed and put in writing before setting up a company (e.g. in a shareholders’ agreement).</td>
</tr>
</tbody>
</table>

| Draw up a rough concept or a business plan |  |
| All three legal structures |  |
| Before you begin, check if you fulfil the personal requirements to work in a self-employed capacity and that you possess sufficient know-how and experience. Consult your family, friends and acquaintances, and draw up a concept or a business plan. |  |

| Obtain permits |  |
| All three legal structures |  |
| Clarify if permits or other legal requirements are necessary to pursue the planned activity. More information is available at: http://bewilligungen.kmuinfo.ch (national level) or the cantonal platforms. |  |

| Pre-inquiries concerning recognition of self-employment |  |
| Sole Proprietorship | GmbH | AG |
| Check in advance with your compensation fund if the activity you plan will be recognized as self-employment by the old-age and survivors’ insurance AHV. More information is available at www.ausgleichskasse.ch. | No provisions required |
| For some trades and professions recognition of self-employment is granted exclusively by the Swiss Accident Insurance Fund SUVA. More information is available at www.suva.ch. |  |

| Pre-inquiries concerning necessary insurances especially personal insurances |  |
| Sole Proprietorship | GmbH | AG |
| Arrange insurance coverage of the following for yourself: | Check the following insurances for yourself* and your employees: |
| – 1st pillar [AHV, IV (disability), EO (unemployment)], children’s allowances** | – 1st pillar [AHV, IV (disability), EO (unemployment)], children’s allowances** |
| – occupational pension fund 2nd pillar*** | – occupational pension fund (2nd pillar), compulsory |
| – daily indemnity insurance for sickness*** | – daily indemnity insurance for sickness*** |
| – accident insurance*** | – accident insurance (compulsory: work-related accidents (BU): non-work related accidents (NBU) only if more than eight working hours per week) |
| Sole proprietorships must join a family compensation fund, even if only childless individuals, part-time staffers or no staff at all are employed. | * In insurance terms, you are considered an employee of the AG/GmbH if you work as a (co)owner for the AG/GmbH. |
| If you employ staff, you must take out an accident insurance and register your employees with the AHV. | ** In this respect, please contact your designated compensation or family compensation fund. Further information is available at: www.ausgleichskasse.ch. |
| With respect to the occupational pension fund, insurance obligation starts at an annual income of CHF 21 060 (year 2013). Whereas the law does not stipulate taking out a daily indemnity insurance for sickness, it is customary and advisable. | *** Not absolutely necessary, but advisable depending on the situation. |

| Secure financing |  |
| All three legal structures |  |
| The search for capital is a further challenge. Bear in mind that potential investors will request a business plan, to assess your project and its prospects for success. Once financing is secured, you can open a company account at the bank of your choice. |  |

| Business premises |  |
| All three legal structures |  |
| Look around for suitable business premises. In this regard, consider that, as a general rule, a deposit the equivalent of three months’ rent will need to be paid into a blocked account. In the event of reconstruction/renovation, the local building authorities must be consulted first. |  |
## CHECKLIST FOR SETTING UP A COMPANY

### Decide on company name

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Determine the company name. It is advisable to check the availability of the envisaged name, to avoid conflicts with companies using a similar name. Company name searches can be requested at the Federal Commercial Registry Office (FCRO) <a href="http://www.regix.ch">www.regix.ch</a>.</td>
<td>Inclusion of the legal form (AG/GmbH) in the company name is required.</td>
<td></td>
</tr>
</tbody>
</table>

### Decide on company name

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sole proprietorships require the inclusion of your surname in the company name.</td>
<td>Inclusion of the legal form (AG/GmbH) in the company name is required.</td>
<td></td>
</tr>
</tbody>
</table>

### Registration URL

- Reserve the desired/available URL at the SWITCH foundation www.switch.ch or with another provider. This procedure takes 2 to 4 work days. Costs: first-time registration fee plus annual fees of CHF 17.

### Preparation of office stationery and internet presence

- Develop your logo and corporate identity for your office stationery and internet site. Whenever possible, consult an expert for this. If you wish to protect your logo as a figurative trademark, you will need to register it with the Swiss Federal Institute of Intellectual property (IGE) www.ige.ch. Consider that, although the visual appearance is important, you will be measured primarily by the quality of your products or services and your customer orientation. Note the requirement to correctly denote the name of the company as firmenbezeichnungspflicht as stipulated in Art. 954a CO: the company name or name as registered in the commercial register (CR) must be stated fully and accurately in your correspondence, on order forms, invoices and notifications. In addition, abbreviated terms, logos, trade names, company labels and similar details may be used.

### Check requirement to register in the commercial register (CR)

- Natural persons who engage in trade or commerce and who achieve gross earnings of minimum CHF 100 000 (annual turnover) are required to register their sole proprietorship in the commercial register (Art. 36 OCR).
- The Ordinance of the Commercial Register (HRegV) is available (in German) at www.admin.ch > Dokumentation > Gesetzgebung > Systematische Sammlung (search for “hregv”)

### Forming a company

#### Determine capital amount and subscription level

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Determine the company capital amount (minimum CHF 20 000) and the value of capital shares (minimum CHF 100 each), and decide how many shares are to be allotted to each individual founder. Decide on type of payment (cash contribution, contribution in kind with or without real estate, offsetting). Note that the share capital must be fully paid up. Open a blocked account at the bank of your choice for the cash payment.</td>
<td></td>
<td>Determine the level of share capital (minimum CHF 100 000) and the nominal value of shares (minimum of CHF 0.01), and decide how many shares are to be allotted to each individual founding partner. Decide on the type of payment (cash contribution, contribution in kind with or without real estate, offsetting) and how much of the share capital is to be paid in at the time of founding, or rather, is to be covered through offsetting or contributions in kind (minimum CHF 50 000, but at least 20% of the nominal value of each share must be paid up). Open a blocked account at the bank of your choice for the cash payment.</td>
</tr>
</tbody>
</table>

#### Determine (corporate) bodies

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>No action required</td>
<td>No action required</td>
<td>Determine who is to be appointed to the board of directors. The individuals appointed can be, but do not have to be, shareholders. An effective board of directors consists of individuals who offer complementary skills, experience and business networks. Unless the management has been delegated in the organizational regulations, the Board of Directors shall jointly manage the company. To the extent that the articles of association or the organizational regulations do not provide otherwise, each member of the board of directors has the right to represent the company. At least one member of the board of directors must be authorized to represent the company.</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Determine (corporate) bodies</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decide on independent statutory auditors in accordance with the rules of the Audit Oversight Act (RAG) and pursuant to Art. 728 CO, and request a declaration of acceptance of the appointment. If the company has no more than the equivalent of ten full-time positions on an annual average the company may, with the consent of all shareholders, dispense with the (limited) statutory audit (cp. Art. 727a para. 2 to 5 CO)</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Determine organizational structure</th>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>No action required</td>
<td></td>
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</tr>
<tr>
<td>Decide on the organizational structure of the company and determine who is to be responsible for its management as well as who will be granted signatory rights if not all shareholders will carry out the management of the company, or rather, if not every executive manager is to be authorized to represent the company. It is recommended, furthermore, to draw up organizational regulations that define the tasks, competencies and responsibilities of the executive managers and further responsible officers.</td>
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</table>

<table>
<thead>
<tr>
<th>Founding</th>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>The sole proprietorship is established with the commencement of business operations. The company exists irrespective of whether it is registered in the commercial register or not.</td>
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<td></td>
</tr>
<tr>
<td>The GmbH and AG become a legal entity only upon registration in the commercial register.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Payment of foundation capital</th>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>No action required</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In the event of founding by cash subscriptions, the company capital is to be paid into a blocked bank account (capital contribution account), at the disposal of the company.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In the event of founding by cash subscriptions, the share capital is to be paid into a blocked bank account (capital contribution account), at the disposal of the company.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Prepare commercial register application</th>
<th>All three legal structures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepare the application for registration in the commercial register which must include the following information: company name, potential translations of the company name, domicile (political district), address (street and house number), purpose (field of activity), personal details of the company proprietor (surname, first name, place of origin – or for non-Swiss nationals: nationality –, place of residence), details regarding any additional authorized signatories (surname, first name, place of origin – or for non-Swiss nationals: nationality –, place of residence, type of signatory power).</td>
<td></td>
</tr>
<tr>
<td>The application for registration (form for the Commercial Registry Office) needs to contain a legally certified personal signature of the company’s owner and the legally certified signatures of other potential signatories. The application is to be submitted to the cantonal Commercial Registry Office at the registered office of the company. This can be done personally or by post. As a rule, the excerpt from the commercial register is available within one week of the company’s registration (an excerpt can also be ordered prior to the publication in the Swiss Official Gazette of Commerce (SHAB), available within 24 to 48 hours). Information sheets, forms and specimens are available on the websites of the cantonal Commercial Registry offices: <a href="http://www.zefix.admin.ch">www.zefix.admin.ch</a>.</td>
<td></td>
</tr>
</tbody>
</table>
### Preparation of founding documents

**For persons and founders**

<table>
<thead>
<tr>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
</table>

#### Incorporation information and documents:
- Details about the persons to be registered in the commercial register:
  - **Natural persons:**
    - Family name
    - As the case may be: maiden name/name before marriage
    - All first names in the correct sequence
    - Any given names, nicknames or stage names
    - Any Swiss or equivalent foreign titles
    - Date of birth
    - Gender
    - Political municipality of the place of origin or, in the case of non-Swiss nationals, nationality
    - Political municipality of the place of residence or, in the case of a place of residence abroad, name of place and country
    - Type, number and issuing country of the personal identity document
    - Position in the company
    - Signatory power details
  - **Legal persons:**
    - Company name
    - Company identification number
    - Registered office
    - Purpose

Information about founders who are **not** to be registered in the commercial register:

- **Natural persons:**
  - Family name
  - All first names in the correct sequence
  - Date of birth
  - Political municipality of the place of origin or, in the case of non-Swiss nationals, nationality
  - Political municipality of the place of residence or, in the case of a place of residence abroad, name of place and country
- **Legal persons:**
  - Company name
  - Company identification number
  - Registered office

- Commercial register application with the signatures of two members of the management or of one member with sole signatory power, as well as the signatures of all persons with signatory power (further members of the management, procura-holders, other authorized representatives). All signatures must be legally certified.
- If the position of executive manager is by vote: proof that the individuals concerned have accepted the appointment (declaration of acceptance of the appointment if such acceptance of appointment is not apparent from the certificate of incorporation).
- As the case may be, resolution of the founders or, to the extent prescribed by the articles of association, resolution of the board of management ruling the chairmanship of the management.
- As the case may be, resolution of the founders or, to the extent prescribed by the articles of association, resolution of the board of management concerning the appointment of additional individuals authorized to represent the company.
- Lex Friedrich Declaration if the company intends to acquire real estate that will not serve as a permanent place of business.

#### Incorporation information and documents:
- Details about the persons to be registered in the commercial register:
  - **Natural persons:**
    - Family name
    - As the case may be: maiden name/name before marriage
    - All first names in the correct sequence
    - Any given names, nicknames or stage names
    - Any Swiss or equivalent foreign titles
    - Potential given names, nicknames or stage names
    - Political Swiss or equivalent foreign titles
    - Date of birth
    - Gender
    - Political municipality of the place of origin or, in the case of non-Swiss nationals, nationality
    - Political municipality of the place of residence or, in the case of a place of residence abroad, name of place and country
    - Type, number and issuing country of the personal identity document
    - Position in the company
    - Signatory power details
  - **Legal persons:**
    - Company name
    - Company identification number
    - Registered office
    - Purpose

Information about founders who are **not** to be registered in the commercial register:

- **Natural persons:**
  - Family name
  - All first names in the correct sequence
  - Date of birth
  - Political municipality of the place of origin or, in the case of non-Swiss nationals, nationality
  - Political municipality of the place of residence or, in the case of a place of residence abroad, name of place and country
- **Legal persons:**
  - Company name
  - Company identification number
  - Registered office

- Commercial register application with the signatures of two members of the board of directors or of one member with sole signatory power, as well as the signatures of all persons with signatory power (further members of the board of directors, officers, managers, procura-holders, other authorized representatives). All signatures must be legally certified.
- Proof that the members of the board of directors have accepted their appointment (declaration of acceptance of the appointment if such acceptance is not apparent from the certificate of incorporation).
- Minutes of the board of directors regarding its constitution, ruling the chairmanship and the granting of signatory rights.
- Lex Friedrich Declaration if the company intends to acquire real estate that will not serve as a permanent place of business.
## Checklist for Setting up a Company

### Preparation of founding documents

**For companies**

Contact a notary public to prepare the public deed of incorporation and inquire about the documents and information that need to be submitted. Prepare them yourself or consult an attorney or fiduciary. The drafts of the documents required for CR registration can be submitted to the Commercial Registry Office for pre-inspection. However, the Commercial Registry Office will only check if the documents are in keeping with mandatory law and not individually as to whether they are suitable and contain the necessary content.

**Further incorporation information and documents:**
- Official deed of incorporation.
- Articles of association that clearly reflect all content stipulated by law (in particular company name, registered domicile and purpose of the company). When formulating the purpose of the company, avoid defining the field of activity too narrowly, in order to leave some room for potential future changes. However, descriptions which are too broad are not permitted (e.g. services of all kinds or manufacturing of goods of all kinds).
- As the case may be, proof that the auditors as required by law have accepted their appointment (declaration of acceptance of appointment if this is not evident from the deed of incorporation).
- For cash contributions: confirmation that shows at which bank the deposits have been made (if the banking institution is not mentioned in the deed of incorporation).
- If the company does not have a legal domicile where it is registered: a written declaration issued by the domicile-holder that the company has been granted a legal domicile at the place where it is registered (c/o address).
- Declaration of the founders that no other contributions in kind, acquisitions of assets, offsetting issues or special privileges exist other than what is stated in the presented documents (Stampa declaration).

If contributions in kind, acquisitions of assets, intended acquisitions of assets, offsetting issues or special privileges exist, the following additional documents need to be submitted:
- Contracts of contributions in kind with the required documents (inventory and/or acquisition balance sheets)
- Contracts of acquisition of assets with the required documents (inventory and/or acquisition balance sheets)
- Incorporation report signed by all founders
- Unreserved confirmation of audit by a state-supervised auditing firm, accredited auditing expert or accredited auditor

Leaflets, forms and examples are available from the websites of the cantonal Commercial Registry offices: www.zefix.admin.ch.

### Legal situation in the event of contributions in kind and acquisition of assets

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>No action required</td>
<td>If the share capital or company capital is covered by contributions in kind, this must be stated in the articles of association (Art. 628 paras. 1 and 2 CO; Art. 777c subparas. 1 and 2 CO), furthermore, special formalities need to be observed. The same applies if capital is paid in cash, but with the intention to acquire significant assets on or after founding the company; see also section 2 of the Stampi declaration.</td>
<td></td>
</tr>
</tbody>
</table>

### Pre-inspection of founding/incorporation documents

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
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<tbody>
<tr>
<td>No action required</td>
<td>It is recommended to submit the drafts required for registration in the commercial register in advance, for preliminary checking by the respective cantonal Commercial Registry Office. This takes approx. seven working days and generally costs between CHF 200 and 300. More extensive preliminary checks can be more expensive.</td>
<td></td>
</tr>
</tbody>
</table>

### Notarization Founding / Incorporation documents

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
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<tbody>
<tr>
<td>No action required</td>
<td>Submit the documents that need to be notarized to the notary public as early as possible. The subscribers (for the AG) or the members (for a GmbH) must either be personally present or legally represented by an appointee, and sign the foundation documents in the presence of the notary public. They must produce official identification (e.g. passport). Legal representatives must also produce appropriate identification, as well as an officially certified power of attorney.</td>
<td></td>
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</tbody>
</table>

### Official certification of all signatures

<table>
<thead>
<tr>
<th>All three legal structures</th>
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<tbody>
<tr>
<td>All signatures on the commercial register application need to be officially certified. Certification can be done by a notary, a town official or at the counter of the respective Commercial Registry Office. The individuals concerned must produce official identification.</td>
</tr>
</tbody>
</table>

Duration: approx. 30 minutes. It is recommended to make an appointment in advance. Costs for certification per signature: CHF 10 to CHF 30.

---

**Abbreviations:**
- CR = commercial register
- OCR = Ordinance on the Commercial Registry
- MWSTG = Federal VAT law
- CO = Swiss Code of Obligations
- CC = Civil Code
- BD = Board of Directors

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**Application at the Commercial Registry Office**

The application (self-prepared or form of the Commercial Registry Office) is to be submitted to the cantonal Commercial Registry Office at the registered offices of the company. This can be done personally or by post. It is advisable to order a commercial register excerpt.

The application is checked by the Commercial Registry Office. If the application documents are complete and legally compliant, the entry in the cantonal commercial register will occur within approx. 7 working days.

The text to be entered is forwarded to the Federal Commercial Registry Office. Once that Office has given its approval, the entry is completed in 1 to 2 working days. The Federal Commercial Registry Office subsequently arranges for publication of the entry in the Swiss Official Commercial Gazette (SHAB). This takes approx. 3 working days.

**Registration fees**: CHF 120 for sole proprietorships; CHF 600 for AG (there is an additional charge if capital exceeds CHF 200,000); CHF 600 for GmbH (there is an additional charge if capital exceeds CHF 200,000). CHF 20 for each office holder; CHF 30 for each signatory authority.

**Further costs (based on the example of the Canton of Zurich)**: CHF 70 for preparation of an application, CHF 50 for a commercial register excerpt, CHF 80 for confirmation of entry prior to publication in the Swiss Official Commercial Gazette (SHAB), between CHF 5 and CHF 150 in official fees depending on the volume of work involved.

**Securing of other required documents**

<table>
<thead>
<tr>
<th>Sole Proprietorship</th>
<th>GmbH</th>
<th>AG</th>
</tr>
</thead>
<tbody>
<tr>
<td>No action required</td>
<td>Possibly create an evidentiary document for the shares (optional). Establish and maintain a shareholder register (compulsory).</td>
<td>Depending on the articles of association: issuing of shares, share certificates or evidentiary documents concerning the status of shareholders. Establish and maintain a share register (of holders of registered shares).</td>
</tr>
</tbody>
</table>

**Start of bookkeeping requirement**

Companies required to register in the commercial register also have the duty to keep books of account (Art. 957 para.1 CO). By contrast, companies that register in the commercial register voluntarily are not subject to a compulsory bookkeeping requirement.

Pursuant to Art. 70 MWSTG every taxable person is required to maintain his/her books of account in an orderly fashion and to structure them in a manner that helps to reliably and easily ascertain the relevant facts regarding taxability as well as for calculation of VAT on turnover and VAT on input. For businesses that are in any case required to keep accounts, the VAT calculation will be based on these books.

Taxable persons who are not subject to the CO-prescribed keeping of books of account are nonetheless advised (in their own interest) to follow the corresponding rules. Irrespective of registration in the commercial register, self-employed persons (including freelancers and farmers) must observe the compulsory documentation and safe-keeping duty for taxation purposes (cp. Art. 125 para.2 Federal Law on the Direct Tax to the Confederation DBG www.admin.ch).

Provided receipts are available, the cost incurred prior to this can be booked in the accounts as per the date of foundation.

Your duty to keep books of account commences with the registration of the company in the commercial register. Provided receipts are available, the cost incurred prior to this can be booked in the accounts as per the date of foundation.

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**Notes**

CR = commercial register  
OCR = Ordinance on the Commercial Registry  
MWSTG = Federal VAT law  
CO = Swiss Code of Obligations  
CC = Civil Code  
BD = Board of Directors
F CHECKLIST FOR SETTING UP A COMPANY

Registration with the compensation fund and family compensation fund

Contact your designated compensation fund and the family compensation fund concerning the registration of your self-employment as well as the mandatory OASI (AHV) payments and the family allowances for your employees. More information is available at www.ausgleichskasse.ch.

Further registrations

As a general rule, a commercial register excerpt, or more precisely, registration in the commercial register is necessary when applying for a company telephone number. In some cases, a deposit needs to be paid per telephone or fax number (amounting to approx. CHF 800). The road traffic licensing office requires an excerpt from the commercial register for number plates and for the registration of company vehicles.

After founding the company

Anyone carrying out a self-employed commercial and professional activity is liable to pay VAT, irrespective of whether or not the intention is to make a profit.

Pursuant to VAT law (MWSTG) the threshold for mandatory tax liability is a domestic turnover of ≥ CHF 100,000 (Art. 10 para. 2 lit. a-c MWSTG). The following companies are exempt from VAT liability: enterprises with a domestic turnover of < CHF 100,000; non-profit, voluntarily managed sports and cultural clubs or charitable organizations with a domestic turnover < CHF 150,000; companies with their place of business abroad that supply services exclusively subject to the acquisition tax.

As soon as you meet the VAT-paying requirements you are required to register in writing and unprompted with the Swiss Federal Tax Administration in Berne within 30 days of meeting the VAT criteria. Pursuant to Art. 14 MWSTG, tax liability commences with the initiation of the business activity.

In principle, any company can apply for VAT registration even if exempt from VAT liability. For additional information, please consult the VAT relevant web pages of the Swiss Federal Tax Administration.

Both the VAT registration and the VAT questionnaire to check VAT liability can be completed online. However, the Swiss Federal Tax Administration recommends sending the documents with a legally binding signature by regular mail to the Swiss Federal Tax Administration.

It is also recommendable to check if you meet the conditions for one of the simplified accounting variants (net tax rate method pursuant to Art. 37 MWSTG or reporting of tax on the basis of the consideration collected pursuant to Art. 39 para. 2 MWSTG).

Effective 1 January 2014, the company identification number will replace the six-digit VAT number used hitherto. The law on a company identification number entered into force on 1 January 2011. As a consequence of this law, a consistent identification number is assigned to every company in Switzerland. The registration in the official register of company identification numbers (UID-Register) of the Federal Statistical Office is free of charge. The Swiss Federal Tax Administration recommends companies to start using the company identification number forthwith, with the added reference: VAT. However, registration in the UID-Register does not mean that a VAT number is thus applied for automatically. This number needs to be obtained separately.

More information is available at www.estv.admin.ch.

GmbH AG

The VAT number can be applied for prior to registration in the commercial register. However, it only becomes valid once the company is registered in the commercial register.

Take out the required insurances

Take out the necessary insurances (inter alia: fire, water, operational liability). These generally cost between CHF 1000 and 5000 per year.

Personal insurances as outlined under the heading “Pre-inquiries concerning necessary insurances” (on page 23) also need to be taken out.

Tax optimization measures

The annual accounts must be in keeping with the law. The new accounting legislation is expected to enter into force at the beginning of 2013. This legislation can be applied from the day of entering into force. After the expiry of the transitional period (expected to be the beginning of 2015) it will become effective for all companies.

If in the best long-term interest of the company and the shareholders, the creation of hidden reserves is still permitted in Switzerland.

Note should be taken of the fact that the tax regulations differ from canton to canton. Therefore, it is advisable to consult a fiduciary or tax advisor for the tax optimization of annual accounts.

There are ways to optimize the tax position of companies and entrepreneurs as private persons. For example, private persons can transfer amounts to the pillar 3a or buy into a pension fund, provided they are a member of a pension fund.
Tax optimization measures

Self-employed persons can voluntarily join the pension fund of their employees or seek insurance via their professional association. Self-employed persons who decide to join a pension fund when in so-called "middle-age" tend to have considerable contribution gaps. Thus, in practice, correspondingly high purchases of additional pension benefits are possible. Self-employed persons who voluntarily join a pension fund have the same occupational pension choices as the employees. By nature, the business results of self-employed persons are subject to greater fluctuations than employee incomes. Therefore, "finetuning" by way of purchase of additional pension benefits in good business years is important so as to reduce progressive taxation effectively.

In the initial years after setting up a company, taxation tends not to be very topical. However, as soon as a company has established itself and is financially successful, tax optimization becomes important. As a case in point, the owners of capital companies need to think about how payment is to occur (keywords: income or dividends). A purchase of pension benefits also needs to be looked into, and the advantages and drawbacks assessed. Very often, it is worthwhile to seek the advice of an expert.

Start of development phase

Congratulations! You have completed the company founding phase and can now move on to the development phase. The activities in the first few months are decisive for the future of your company. It is important to keep careful track of key factors.

Even after setting up your company, there are several requirements which need to be taken into account: on the one hand, those stipulated in the CO (inter alia: duties of the corporate bodies, retention of a share register if there are registered shares, ordinary general meeting within 6 months of the close of the financial year). On the other hand, there might be industry-sector-specific permits in need of renewal or other conditions that require fulfilling. Furthermore, the commercial register stipulates specific requirements (e.g. mandatory accounting and retention duty). Other duties are also defined in the articles of association of the GmbH or the AG.

In addition, there are social security and tax obligations, as well as duties resulting from contracts with customers, suppliers or employees.

Henceforth, it is essential that you keep these duties in mind.

Useful information sources

<table>
<thead>
<tr>
<th>Website</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.ausgleichskasse.ch">www.ausgleichskasse.ch</a></td>
<td>Compensation funds of Switzerland &gt; cantonal compensation funds</td>
</tr>
<tr>
<td><a href="http://bewilligungen.kmuinfo.ch">http://bewilligungen.kmuinfo.ch</a></td>
<td>Permit platform of the Confederation</td>
</tr>
<tr>
<td><a href="http://www.bfm.admin.ch">www.bfm.admin.ch</a></td>
<td>Federal Office for Migration</td>
</tr>
<tr>
<td><a href="http://www.ch.ch">www.ch.ch</a></td>
<td>Swiss information portal</td>
</tr>
<tr>
<td><a href="http://www.estv.admin.ch">www.estv.admin.ch</a></td>
<td>Swiss Federal Tax Administration &gt; VAT</td>
</tr>
<tr>
<td><a href="http://www.finma.ch">www.finma.ch</a></td>
<td>Swiss Financial Market Supervisory Authority FINMA</td>
</tr>
<tr>
<td><a href="http://www.ezv.admin.ch">www.ezv.admin.ch</a></td>
<td>Federal Customs Administration</td>
</tr>
<tr>
<td><a href="http://www.invest-in-switzerland.com">www.invest-in-switzerland.com</a></td>
<td>Invest in Switzerland &gt; Trade &amp; Investment Promotion &gt; cantonal business and economic development offices</td>
</tr>
<tr>
<td><a href="http://www.kmu.admin.ch">www.kmu.admin.ch</a></td>
<td>SME portal of SECO &gt; inter alia addresses</td>
</tr>
<tr>
<td><a href="http://www.kmunext.ch">www.kmunext.ch</a></td>
<td>KMU NEXT foundation for SME succession</td>
</tr>
<tr>
<td><a href="http://www.kmu.unisg.ch">www.kmu.unisg.ch</a></td>
<td>Swiss Institute for SMEs, University of St. Gallen</td>
</tr>
<tr>
<td><a href="http://www.osec.ch">www.osec.ch</a></td>
<td>Business Network Switzerland</td>
</tr>
<tr>
<td><a href="http://www.startbiz.ch">www.startbiz.ch</a></td>
<td>SECO counter to help set up companies online</td>
</tr>
<tr>
<td><a href="http://www.seco.admin.ch">www.seco.admin.ch</a></td>
<td>State Secretariat for Economic Affairs SECO</td>
</tr>
<tr>
<td><a href="http://www.statistik.admin.ch">www.statistik.admin.ch</a></td>
<td>Swiss Federal Statistical Office</td>
</tr>
<tr>
<td><a href="http://www.suva.ch">www.suva.ch</a></td>
<td>SUVA Swiss Accident Insurance Fund</td>
</tr>
<tr>
<td><a href="http://www.treuhandsuisse.ch">www.treuhandsuisse.ch</a></td>
<td>SWISS FIDUCIARY ASSOCIATION</td>
</tr>
<tr>
<td><a href="http://www.treuhand-kammer.ch">www.treuhand-kammer.ch</a></td>
<td>Fiduciary Chamber</td>
</tr>
<tr>
<td><a href="http://www.swisslawyers.com">www.swisslawyers.com</a></td>
<td>Swiss Bar Association</td>
</tr>
<tr>
<td><a href="http://www.zefix.admin.ch">www.zefix.admin.ch</a></td>
<td>Federal Office for the Commercial Register</td>
</tr>
</tbody>
</table>
Sponsorship Awards and Competitions

→ International

Bodensee Innovationspreis
Award for innovative developments in the Lake Constance region.
www.bodensee-innovationspreis.info

European Biotechnica Award
Award for the development & implementation of innovative business ideas.
www.biotechnica-award.de

EUROWARDS
European award for entrepreneurs.
www.eurowards.com

Eurosolar
European solar award for innovative projects focusing on the use of renewable energy.
www.eurosolar.de

ISPO AWARD
Award for innovative developments in the field of sports.
www.ispo.com/award

ISPO BRANDNEW Award
Award for sports items and products.
www.ispo-brandnew.com

James Dyson Award
International design award.
www.jamesdysonaward.org

MediaAward
Award for start-ups in the categories communication concepts, print media and web presence.
www.media-award.de

Red Herring Award
Top 100 tech start-ups in the world
www.redherring.com

R.I. O. Award
For innovative products, processes and services that create added value with reduced energy and material consumption.
www.rio-innovation.de

SAM/SPG Sustainability Leadership Award
For achieving excellence in the implementation of sustainability principles.
www.sustainability-award.com

Schweighofer Prize (Holz) Europa
European innovation award for forestry, wood technology and timber products.
www.schweighofer-prize.org

Veuve Clicquot Business Women Award
Award for the woman entrepreneur of the year, sponsored by the champagne company of the same name.
www.prix-veuve-clicquot.de

→ National

Axar Innovation Award
Award for the most revolutionary business idea with the best business plan.
www.axa-winterthur.ch

Best of Swiss Gastro Award
For innovative and interesting Swiss catering and restaurant businesses.
www.bestofswissgastro.ch

Best of Swiss Web
Swiss award for e-business and internet.
www.bestofswissweb.ch

CH Open Source Awards
www.ossawards.ch

DebioPharm Group Life Sciences Awards/Switzerland
www.debio.com/responsibility/awards

Design Preis Schweiz
www.designpreis.ch

Entrepreneur of the Year
Award presented by Ernst & Young for exceptional entrepreneurs; part of the global competition of the same name.
www.ey.ch/home

ENTERPRIZE
Award of the ENTERPRIZE Foundation for entrepreneurial spirit in vocational education.
www.enterprise-stiftung.ch

ESPRIX
Swiss Award for Excellence
www.esprix.ch

Fem Prix
Award for the dissemination and implementation of women and gender research.
www.femwiss.ch

Gebert Rüf Stiftung
Grant-making activities to support effective projects that create value.
www.grstiftung.ch

Heuberger Winterthur Young Entrepreneur Award
The largest financial award for young entrepreneurs in Switzerland; awarded to innovative young entrepreneurs.
www.jungunternehmer-preis.ch

HUB Fellowship
Award combined with an incubator program (coworking space and coaching) for sustainable and social entrepreneur projects.
www.hubzurich.org

Idee Suisse Awards
Innovation awards, esp. creativity and innovation award, of the Idee Suisse network.
www.idee-suisse.ch

IMD Start-up Competition
The IMD Business School awards MBA programs to promising Swiss start-ups.
www.imd.org

Innovation Award “Ecosport” for the SPIRIT of SPORT
Award for the most outstanding environmentally-friendly measures at sports events.
www.ecosport.ch

Innovation awards of Electrosuisse
To promote the electrical engineering profession.
www.electrosuisse.ch

Innovation Award of Schweizer Assekuranz
Award for insurance companies and insurance brokers.
www.innovationspreis-assekuranz.ch

Life Sciences Prize
Under the patronage of the Swiss Biotech Association and BioValley Platform Basel, awarded to promising life science companies.
www.lifesciencesprize.ch

Milestone – Swiss Tourism Award
For innovative projects in Swiss tourism.
www.milestone.ch

Norman Foster Solar Award
Award for the best integrated PlusEnergyBuilding (PEB).
www.solaragentur.ch

Prix Zonta – Award for women scientists
Awarded by Zonta Switzerland and Liechtenstein.
www.zonta.ch

Prix du Jeune Entrepreneur (PJE)
Innovation awards for graduates of HSG, EPFL and ETHZ as well as the Ecole hôtelière de Lausanne.
www.cce-suisse.com

Radix – Gesunde Gemeinde
National award “healthy municipality” or “healthy city” for exemplary concepts to promote and protect health in municipalities and cities.
www.radix.ch

Swiss Robotics Cup
For inventors, tinkerers and technicians focusing on robotics.
www.rohocup.ch

Swiss Solar Prize
For the most innovative renewable energy projects.
www.solaragentur.ch

SEIF Swiss Start-up Award
Award and platform for social entrepreneurs.
http://seif.org

START-UPS.CH Awards
Best business idea award for one entrepreneur respectively from the Ticino, the German-speaking and the French-speaking part of Switzerland, to set up their companies.
www.startups.ch

SVC Entrepreneur Award
Awards for SME gems in 7 economic and 3 language regions of Switzerland
www.swiss-venture-club.ch

Swisscanto SwissSustainability Innovation Award
www.q-21.ch/award

Swiss Economic Award
Most renowned award for young entrepreneurs in Switzerland. Presented annually at the Swiss Economic Forum.
www.swisseconomic.ch/award

Swiss ICT Award
Award for successful ICT entrepreneurs.
www.swissict-award.ch

Swiss Logistics Award
For exceptional achievements in the logistics sector.
www.swisslogisticsaward.ch
Swiss Technology Award
Champions league for technological innovations.
www.swiss-innovation.com/award

Top 100 Start up Award
Award for the 100 best Swiss start-ups.
www.startup.ch/award

Swiss Environmental Award
Prize money for technological, process- or product-oriented innovations. Recognition award “Ecopreneur” honouring the recipient’s special commitment to protecting the environment.
www.umweltpreis.ch

venture
Largest business plan competition in Switzerland; held every two years.
www.venture.ch

venture kick
Supports innovative business ideas of university graduates. Winning projects receive a seed capital of up to CHF 130 000.
www.venturekick.ch

venture leaders – the Swiss national start-up team
The winners receive ten-day business development training in Boston and the chance to build and expand their network in the US.
www.venturelab.ch

Watt d’Or
Award for the best energy projects and products.
www.bfe.admin.ch

XAVER Event Award
For events that offer a unique experience.
www.xaveraward.ch

Young Entrepreneur Award of the W. A. de Vigier Foundation
Oldest development award for start-ups (since 1989); each year, 5 × 100 000 CHF are awarded for innovative business ideas.
www.devigier.ch

ZKB Sustainability Award
For Swiss SMEs that make an outstanding contribution to sustainable development.
www.zkb.ch/nachhaltigkeitspreis

ZKB Pioneer Award Technopark®
Swiss innovation award for a fully-developed technical product before market entry.
www.technopark.ch

→ Regional

Berne/Midlands

Berner Businessplan Wettbewerb
Development of innovative business ideas.
www.entrepreneurship.unibe.ch

Burgdorf Innover Award
For innovative student projects of the Berne University of Applied Sciences.
www.burgdorfer-innoverpreis.ch

Ypsomed Innovation Award
Promotion of knowledge and technology transfer at universities and universities of applied sciences in the Espace Mittelland region.
www.innovationsfonds.ch

Northwestern Switzerland

Aargau Entrepreneur Award
For the best SMEs in Aargau.
www.akh.ch

InnoPrix SoBa
Promoting innovative product and service ideas in the Canton of Solothurn.
www.baloise.ch/innoprixsoba

Jungunternehmerpreis Nordwestschweiz
Award for innovative companies in Northwest Switzerland.
www.jungunternehmerpreis.ch

Solothurner Unternehmerpreis
Award for innovative companies in Solothurn.
www.unternehmerpreis.ch

Zurich/Eastern Switzerland

Betriebliche Gesundheitsförderung Zurich award for the promotion of health at the workplace.
www.gesundheitsfoerderung-zh.ch

MSM Genesis
Winterthur competition for sustainable start-up companies.
www.msmgroup.ch

Startfeld Diamant
Award for young entrepreneurs presented by the St. Gallen Cantonal Bank and the Startfeld Foundation.
www.sgkb.ch

IHK Award
Recognition award of the Thurgau chamber of industry and commerce for the best graduate of Constance University of Applied Sciences.
www.ihk-thurgau.ch

Swissregiobank Business Award
Motivational award for companies in the Wil region.
www.wifo-regionwil.ch

Thurgauer Apfel
Motivational award presented by the Thurgau economic community.
www.ihk-thurgau.ch

Thurgau SME Women’s Award
Recognition and motivational award.
www.kmufrauen-thurgau.ch

Central Switzerland

Innovation Award of the Chamber of Industry and Commerce of Central Switzerland
www.hkz.ch

Zentralschweizer Neununternehmer-Preis
Six nominated young companies in Central Switzerland are awarded the opportunity to present themselves in the D4 Business Center in Root. The winner is awarded 10 000 CHF.
www.gewerbe-treuhand.ch

Zug Innovation Award
Awarded to companies that have created jobs in the Zug economic area using innovative and sustainable business models.
www.zug.ch/innovationspreis

Zug Young Entrepreneur Award of the Business Park and Technology Forum
12 start-ups present their business ideas at an event. The audience chooses the winner.
www.businessparkzug.ch

Valais

BioArk Award
Award of the Foundation for Innovation in the Valais, for the most innovative projects in the fields of biotechnology and medical diagnostics.
www.bioark.ch/de/prix

Prix Créateur BCVS
Award of the Valais Cantonal Bank to promote start-ups in the Valais.
www.prixcreateursbcvs.ch

Prix DEBIOPHARM/Valais
Valais motivational award for innovative activities in the fields of science and life technology.
www.debiopharm.com

Western Switzerland

Awards for graduates of the École Polytechnique Fédérale de Lausanne EPFL
http://commission-recherche.epfl.ch

Eclosion Prize
A springboard to start-up success.
www.eclosion.com

Innovation awards of the Canton of Fribourg
In the categories start-up, SME and cleantech.
www.innovationfr.ch

PERL – Prix Entreprendre Région Lausanne
For companies in the Lausanne region.
www.lausanne-region.ch

 Prix du développement durable Genevois
Sustainable development award for companies in the Geneva region.
www.ge.ch

Prix BCN Innovation
Award for young entrepreneurs from the Canton of Neuchatel, to promote scientific and technical innovations.
www.bcn.ch/soutien/economie

Prix InnoKick of HEIG-VD
Award for SMEs and start-ups to promote the development of innovative ideas in the fields of marketing, design and engineering.
www.innokick.ch

Prix du développement durable jurassien
For companies in the Canton of Jura.
www.jura.ch

Prix “Coup de Pouce” aux jeunes entrepreneurs de la Fondation de Dr. René Liechti
www.fondation-liechti.ch

Prix Strategis
For young companies in Suisse Romande promising growth.
www.prixstrategis.ch

Prix VITTOZ “Cap International”
For spin-offs of EPFL, to promote entry into the US market.
www.parc-scientifique.ch