

Fill in the form on your computer or legibly by hand. Sign the form and send the original.

More information on page 5.

Skicka till | Send to

Bolagsverket

SE-851 81 Sundsvall, Sweden

1. Kontaktuppgifter i ärendet | Contact information for this case

Fill in your email address and telephone number so we can contact you easily.

Kontaktpersonens namn First name and surname of the contact person		Företagsnamn Business name	
Postadress Postal address		Postnr Postcode	Postort Town/City
E-postadress Email address		Telefonnr Phone no. daytime	Deposit account, if any, 3 digits

2. Filialens namn och adress | Name and address of the branch

Namn Business name			
C/o		Postadress Postal address	
Postnr Postcode	Postort Town/City	E-postadress Email address	

3. Filialens verkställande direktör | Managing director of the branch

Personnummer eller födelsedatum (åååå-mm-dd) om personen inte är folkbokförd i Sverige Personal identity number or date of birth (YYYY-MM-DD) if resident abroad			
Efternamn Surname		Samtliga förnamn All first names	
Postadress Postal address			
Postnr Postcode	Postort Town/City	Land (om bosatt utomlands) Country (if resident abroad)	

4. Filialens vice verkställande direktör - om sådan utsetts | Deputy managing director of the branch - if appointed

Personnummer eller födelsedatum (åååå-mm-dd) om personen inte är folkbokförd i Sverige Personal identity number or date of birth (YYYY-MM-DD) if resident abroad			
Efternamn Surname		Samtliga förnamn All first names	
Postadress Postal address			
Postnr Postcode	Postort Town/City	Land (om bosatt utomlands) Country (if resident abroad)	

5. Filialens delgivningsmottagare - om sådan utsetts | Person authorised to receive service of process for the branch - if appointed

Personnummer Personal identity number			
Efternamn Surname		Samtliga förnamn All first names	
Postadress Postal address		Postnr Postcode	Postort Town/City

6. Filialens firmateckning | Signatory power of the branch

<input type="checkbox"/> 1. Filialens firma tecknas av den verkställande direktören The managing director is entitled to sign on behalf of the branch.	<input type="checkbox"/> 2. Filialens firma tecknas av den verkställande direktören och vice verkställande direktören var för sig The managing director and the deputy managing director, individually, are entitled to sign on behalf of the branch.
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7. Filialens revisor – om sådan utsetts | Auditor of the branch

Personnummer Personal identity number	Land (om bosatt utomlands) Country (if resident abroad)		
Efternamn Surname	Samtliga förnamn All first names		
Postadress Postal address	Postnr Postcode	Postort Town/City	

8. Filialens revisorssuppleant – om sådan utsetts | Deputy auditor of the branch – if appointed

Personnummer Personal identity number	Land (om bosatt utomlands) Country (if resident abroad)		
Efternamn Surname	Samtliga förnamn All first names		
Postadress Postal address	Postnr Postcode	Postort Town/City	

9. Filialens revisionsbolag – om sådant utsetts | Accounting firm of the branch – if appointed

Namn, revisionsbolaget Business name of the accounting firm	Organisationsnummer Registration number		
Postadress Postal address	Postnr Postcode	Postort Town/City	
Huvudansvarig revisor			
Personnummer Personal identity number	Land (om bosatt utomlands) Country (if resident abroad)		
Efternamn Surname	Samtliga förnamn All first names		
Postadress Postal address	Postnr Postcode	Postort Town/City	

10. Filialens verksamhet på svenska | Business activities of the branch – must be stated in Swedish

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11. Filialens och det utländska företagens räkenskapsår | Financial year of the branch and the foreign-based company

T.ex. 1 januari–31 december Eg 1 January–31 December
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12. Uppgifter om det utländska företaget | Details about the foreign-based company

Organisationsnr Registration no.	Registret där det utländska företaget är registrerat Name of the register in which the foreign-based company is registered		
Namn Business name			
Postadress Postal address			
Postnr Postcode	Postort Town/City		
Säte (ort) Registered office	Land Country		

13. Det utländska företags verksamhet på svenska | Business activities of the foreign-based company – must be stated in Swedish

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14. Firmatecknare i det utländska företaget | Persons who are authorised to represent the foreign-based company (signatories)

More information on page 7.

Personnummer, födelsedatum eller annat id-nummer Personal identity number, date of birth or other ID number		
Efternamn Surname		Samtliga förnamn All first names
Postadress Postal address		
Postnr Postcode	Postort Town/City	Land Country
Personnummer, födelsedatum eller annat id-nummer Personal identity number, date of birth or other ID number		
Efternamn Surname		Samtliga förnamn All first names
Postadress Postal address		
Postnr Postcode	Postort Town/City	Land Country
Personnummer, födelsedatum eller annat id-nummer Personal identity number, date of birth or other ID number		
Efternamn Surname		Samtliga förnamn All first names
Postadress Postal address		
Postnr Postcode	Postort Town/City	Land Country

15. Personer i det utländska företaget som deltar i ledning, tillsyn eller kontroll över företaget | Persons who take part in the management, supervision or control of the foreign-based company

More information on page 7.

Personnummer, födelsedatum eller annat id-nummer Personal identity number, date of birth or other ID number		
Efternamn Surname		Samtliga förnamn All first names
Postadress Postal address		
Postnr Postcode	Postort Town/City	Land Country
Personnummer, födelsedatum eller annat id-nummer Personal identity number, date of birth or other ID number		
Efternamn Surname		Samtliga förnamn All first names
Postadress Postal address		
Postnr Postcode	Postort Town/City	Land Country

15. Personer i det utländska företaget som deltar i ledning, tillsyn eller kontroll över företaget (fortsättning) | Persons who take part in the management, supervision or control of the foreign-based company (continued)

Personnummer, födelsedatum eller annat id-nummer Personal identity number, date of birth or other ID number		
Efternamn Surname		Samtliga förnamn All first names
Postadress Postal address		
Postnr Postcode	Postort Town/City	Land Country

16. Övrigt | Other matters

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17. Försäkran och underskrift - använd blå bläckpenna | Declaration and signature, please use blue ink

The form must be signed by the managing director or the deputy managing director of the branch.

I do solemnly and sincerely declare that

- the individuals appointed as managing director, deputy managing directors, person authorised to receive service of process, auditors, deputy auditors and auditor in charge have all accepted their assignments
- the managing director and the deputy managing directors of the branch have not been declared bankrupt and do not have custodians as stated in chapter 11, section 7 of the Swedish Parental Code
- the person authorised to receive service of process on behalf of the branch does not have a custodian as stated in chapter 11, section 7 of the Swedish Parental Code
- the auditors meet the qualification requirements as stated in the Swedish Auditors Act (2001:883).

Datum

Namnteckning

Namnförtydligande

Registreringsavgift | Registration fee

We will send a notification to the contact person for this case with information about the registration fee and how to pay it. We can start processing your application when we have received the payment.

Information

Use this form when registering a branch in Sweden. More information is available on bolagsverket.se. When the application has been registered we will send you a registration certificate in Swedish.

A foreign-based company which is going to start business activities in Sweden must register a branch, a limited company or an agency. The service providers that fall under the EC Services Directive and temporarily carry on business activities in Sweden do not need to register a branch.

All attachments must be in the original language with translations into Swedish.

1. Contact information for this case

Fill in the contact information for this case. Please note that we usually send notifications by email.

If the contact person has a deposit account with Bolagsverket and wants to use it for payment of the registration fee, you must also fill in the three-digit account number.

2. Name and address of the branch

Fill in the details of the branch. The name must contain the word 'filial'. The address of the branch must be in Sweden.

3. Managing director of the branch

Fill in the personal and address details of the managing director. If the managing director does not have a Swedish personal identity number, fill in their date of birth (YYYY-MM-DD). If the individual is not registered in the Swedish population register, you must fill in their country of residence.

The managing director of the branch must reside within the European Economic Area (EEA). If the managing director does not reside within the EEA, the branch must apply for exemption from residency requirements.

Attachments

- Power of attorney (the original or certified copy) for the managing director and deputy managing directors of the branch, as stated in section 10 of the Swedish Foreign Branch Offices Act (1992:160). The power of attorney must authorise the managing director and the deputy managing directors to
 - act on behalf of the foreign-based company in all matters regarding the business activities in Sweden
 - receive service of process on behalf of the foreign-based company
 - personally or through another person speak and act on behalf of the foreign-based company.

The power of attorney must not limit these rights. See an example of a template of a power of attorney on bolagsverket.se.

- A document verifying the authorisation to sign the power of attorney for the managing director and the deputy managing directors of the branch (the original or certified copy), such as a registration certificate or certification from the notary public. The document must include information on the registered board of directors of the foreign-based company and their signatory power. The document should be in original language and with translation into Swedish and not older than six months.
- A copy of their passport for the managing director and the deputy managing directors – this applies to individuals who are not registered in the Swedish population register.*

4. Deputy managing director of the branch

Fill in personal and address details here if the branch has one or more deputy managing directors. If the deputy managing director does not have a Swedish personal identity number, fill in their date of birth (YYYY-MM-DD). If the individual is not registered in the Swedish population register, you must fill in their country of residence.

The deputy managing director must reside within the European Economic Area (EEA). If the deputy managing director does not reside within the EEA, the branch must apply for exemption from residency requirements.

Read about attachments to be enclosed under 3. Managing director of the branch.

5. Person authorised to receive service of process for the branch

A person authorised to receive service of process must be appointed if neither the managing director nor the deputy managing directors of the branch are resident within the European Economic Area (EEA). The person authorised to receive service of process must be registered in the Swedish population register.

Fill in the personal and address details of this person.

6. Signatory power of the branch

Tick the appropriate box to mark the signatory power of the branch.

7. Auditor of the branch

If the branch has appointed an auditor, fill in their personal and address details here. In most cases a branch does not need to register an auditor, but under certain circumstances a branch must appoint an auditor. In those cases the auditor must be authorised or approved, cannot be under age, in bankruptcy, be prohibited from carrying on business or have a custodian as stated in chapter 11, section 7 of the Swedish Parental Code.

Branches carrying on financial business in accordance with article 12, second paragraph of the Foreign Branch Offices Act (1992:160) must always have an auditor. In these cases it is required that the auditor is authorised. Regarding auditors resident abroad, see sections 4, 5, 6 and 7 of the Swedish Auditors Act (2001:883).

8. Deputy auditor of the branch

If the branch has a deputy auditor, fill in their personal and address details here. A deputy auditor must meet the same requirements as stated for the ordinary auditor. Read more under 7. Auditor of the branch.

9. Accounting firm

If the branch has appointed an accounting firm, fill in the details here and the personal and address details of the auditor in charge.

10. Business activities of the branch

Fill in the business activities of the branch in Swedish. These may be identical to or a part of the business activities of the foreign-based company. Be specific when you describe the line of business, such as retail sale of shoes or consulting within IT.

11. Financial year of the branch and the foreign-based company

Fill in the financial year of the branch and the foreign-based company. The branch must have the same financial year as the foreign-based company.

12. Details of the foreign-based company

Fill in the details of the foreign-based company.

Attachments

All attachments must be in the original language with translations into Swedish.

- Certificate (the original or certified copy) showing that the foreign-based company is duly incorporated and registered. The certificate should not be older than six months.
- Certificate (the original or certified copy) proving that the foreign-based company has not been declared bankrupt. The certificate must be issued by the registration authority of the foreign-based company and should not be older than six months.
- Current articles of association, by-laws or similar document for the foreign-based company.
- The annual accounts of the foreign-based company, and – if applicable – of the parent company, covering the two most recent financial years. If the foreign-based company has existed for less than two years, you must attach the annual report that may have been drawn up.

13. Business activities of the foreign-based company

Fill in the business activities of the foreign-based company. Write in Swedish.

14. Persons who are authorised to represent the foreign-based company (signatories)

Fill in the personal and address details of the persons who are authorised to represent the foreign-based company (signatories). If the person does not have a Swedish personal identity number, fill in his or her date of birth (YYYY-MM-DD) or other ID number. If the individual is not registered in the Swedish population register, you must fill in their country of residence.

If the signatory also takes part in the management, supervision or control of the foreign-based company, you must fill in the details in box 15 Persons who take part in the management, supervision or control of the foreign-based company as well. This means that you need to fill in the information in both boxes 14 and 15.

If you want to report more than three persons, you can write them in box 16 Other matters or on an attachment.

You must report these persons according to a change an amendment to the Foreign Branch Offices Ordinance (SFS 1992:308) on 1 August 2022.

15. Persons who take part in the management, supervision or control of the foreign-based company

Fill in the personal and address details of the persons who take part in the management, supervision or control of the foreign-based company. If the person does not have a Swedish personal identity number, fill in his or her date of birth (YYYY-MM-DD) or other ID number. If the individual is not registered in the Swedish population register, you must fill in their country of residence.

If the person is also a signatory of the foreign-based company, you must fill in the details in box 14 Persons who are authorised to represent the foreign-based company as well. This means that you need to fill in the information in both boxes 14 and 15.

If you want to report more than three persons, you can write them in box 16 Other matters or on an attachment.

You must report these persons according to a change an amendment to the Foreign Branch Offices Ordinance (SFS 1992:308) on 1 August 2022.

16. Other matters

Fill in extra details here, if applicable. If the branch will have a secondary business name, you may state the name proposals for the secondary business name here. Fill in the business activities to be carried out under the secondary business name. Be specific regarding the line of business. The business activities under the secondary business name must be a part of the business activities of the branch.

17. Declaration and signature

The managing director or a deputy managing director of the branch must sign the form.

* The copy must contain name, date of birth, validity dates, signature and photo. Copy the whole double-page spread in the passport containing the photo page. If the signature is on a separate page you must also attach a certified copy of that double-page spread. At least one other person must sign the copy to certify that it matches the original. Their signature, printed name and telephone number must be included on the copy.