

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

More information on page 6.

Skicka till | Send to

Bolagsverket

SE-851 81 Sundsvall, Sweden

1. Organisationsnummer och företagsnamn | Registration number and business name

Organisationsnr Registration number	Företagsnamn Business name
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2. Kontaktuppgifter i ärendet | Contact information for this case

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

Kontaktpersonens för- och efternamn 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

3. Anmälan gäller | Application regarding

Adress Address			
<input type="checkbox"/> Företagets adress Business address	<input type="checkbox"/> Företagets e-postadress Business email address	<input type="checkbox"/> Företrädares adress Address of the officials	<input type="checkbox"/> Revisors adress Address of the auditor
Ändringar i bolagsordningen Changes in the articles of association			
<input type="checkbox"/> Företagsnamn Business name	<input type="checkbox"/> Säte Registered office	<input type="checkbox"/> Redovisningsvaluta Accounting currency	
<input type="checkbox"/> Styrelsegränser Limits for the number of board members	<input type="checkbox"/> Räkenskapsår Financial year	<input type="checkbox"/> Bolagsordningsändring Changes in the articles of association	
Financial period during the changeover			
Särskilt företagsnamn Secondary business name			
<input type="checkbox"/> Registrera särskilt företagsnamn Registration of a secondary business name	<input type="checkbox"/> Avregistrera särskilt företagsnamn Striking off register of secondary business name:		
<input type="checkbox"/> Ändra särskilt företagsnamn Change a secondary business name, registered name:			
Företrädare och revisor Officials and auditor			
<input type="checkbox"/> Styrelse Board members Deputy members, Chair of the board Managing director, Deputy managing director Specially authorized signatories Firmateckning Signatory power	<input type="checkbox"/> Delgivningsmottagare Person authorized to receive service of process	<input type="checkbox"/> Revisorer Auditors Deputy auditors Accounting firm, Auditor in charge Lay auditors	
Annat Other matters			
<input type="checkbox"/> Uppdelning/sammanläggning av aktier Split or consolidation of shares	Total number of shares after split/consolidation		<input type="checkbox"/> Andra ändringar Other changes

4. Företagets nya adress | New business address

Postadress Postal address		
Postnr Postcode	Postort Town/City	
E-postadress Email address		
<input type="checkbox"/> Ta bort e-postadressen Remove registered email		

5. Företagsnamn | Business name

Give more than one proposal.

Förslag nr 1 Proposal no. 1
Förslag nr 2 Proposal no. 2

6. Särskilt företagsnamn | Secondary business name

Add an extra business name for a part of the business activities.

Förslag nr 1 Proposal no. 1
Förslag nr 2 Proposal no. 2

7. Verksamhet för särskilt företagsnamn | Business activities under the secondary business name

These must be a part of the main business's business activities. Write in Swedish.

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8. Personer eller revisionsbolag som har avgått från sina uppdrag | Individuals or accounting firms that have resigned from their assignments

Namn Name	Uppdrag Assignment eg board member, managing director, signatory, auditor

9. Styrelseordförande | Chair of the board

Is appointed only if the board consists of more than one board member.

Personnr Personal identity number	Efternamn Surname	Förnamn First name
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10. Styrelseledamöter | Board members

Personnummer Personal identity number (date of birth, if resident abroad)	Land (om bosatt utomlands) Country (if resident abroad)	Arbetstagarrepresentant Employee representative <input type="checkbox"/>
Efternamn Surname	Samtliga förnamn All first names	
Postadress Postal address	Postnr Postcode	Postort Town/City
Personnummer Personal identity number (date of birth, if resident abroad)	Land (om bosatt utomlands) Country (if resident abroad)	Arbetstagarrepresentant Employee representative <input type="checkbox"/>
Efternamn Surname	Samtliga förnamn All first names	
Postadress Postal address	Postnr Postcode	Postort Town/City
Personnummer Personal identity number (date of birth, if resident abroad)	Land (om bosatt utomlands) Country (if resident abroad)	Arbetstagarrepresentant Employee representative <input type="checkbox"/>
Efternamn Surname	Samtliga förnamn All first names	
Postadress Postal address	Postnr Postcode	Postort Town/City
Personnummer Personal identity number (date of birth, if resident abroad)	Land (om bosatt utomlands) Country (if resident abroad)	Arbetstagarrepresentant Employee representative <input type="checkbox"/>
Efternamn Surname	Samtliga förnamn All first names	
Postadress Postal address	Postnr Postcode	Postort Town/City

11. Styrelsesuppleanter | Deputy members of the board

Personnummer Personal identity number (date of birth, if resident abroad)	Land (om bosatt utomlands) Country (if resident abroad)	Arbetsgagarrepresentant Employee representative <input type="checkbox"/>	
Efternamn Surname	Samtliga förnamn All first names		
Postadress Postal address		Postnr Postcode	Postort Town/City
Personnummer Personal identity number (date of birth, if resident abroad)	Land (om bosatt utomlands) Country (if resident abroad)	Arbetsgagarrepresentant Employee representative <input type="checkbox"/>	
Efternamn Surname	Samtliga förnamn All first names		
Postadress Postal address		Postnr Postcode	Postort Town/City

12. Verkställande direktör | Managing director

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

13. Vice verkställande direktör | Deputy managing director

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

14. Särskild firmatecknare | Specially authorized signatory

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

15. Delgivningsmottagare | Person authorized to receive service of process

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

16. Revisor | Auditor

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

17. Revisorssuppleant | Deputy auditor

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

18. Revisionsbolag | Accounting firm, if appointed as auditor

Namn, revisionsbolaget Business name of the accounting firm	Organisationsnummer Registration number	
Postadress Postal address	Postnr Postcode	Postort Town/City
Huvudansvarig revisor Auditor in charge		
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

19. Lekmannarevisor | Lay auditor

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

20. Lekmannarevisor, suppleant | Deputy lay auditor

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

21. Firmateckning | Signatory power

This must always be stated when changing the board of directors, managing director, deputy managing director or other appointed signatories.

<input type="checkbox"/> 1) Firman tecknas av styrelsen (ordinarie styrelseledamöter) The board of directors is entitled to sign on behalf of the company (the ordinary board members).	<input type="checkbox"/> 2) Registrerad firmateckning ska inte ändras Registered ignatory power remains unchanged.
<input type="checkbox"/> 3) Firman tecknas av styrelseledamöten/styrelseledamöterna och styrelsesuppleanten/styrelsesuppleanterna var för sig The board member(s) and the deputy member(s), individually, are entitled to sign on behalf of the company.	<input type="checkbox"/> 4) Firman tecknas av styrelseledamöterna var för sig The board members, individually, are entitled to sign on behalf of the company.
<input type="checkbox"/> 5) Firman tecknas av styrelseledamöterna två i förening Any two board members, together, are entitled to sign on behalf of the company.	<input type="checkbox"/> 6) Firman tecknas enligt nedan The entitlement to sign on behalf of the company is as stated below:

Fyll i eventuell annan firmateckning här | If applicable, fill in another alternative for signatory power here. Write in Swedish.

22. Övrigt | Other matters**23. Försäkran och underskrift | Declaration and signature, please use blue ink**

The form must be signed by a board member or by the managing director.

For this application I do hereby solemnly declare that

- the individuals to be registered have accepted their assignments
- the information corresponds to the resolutions that this application is based on
- the individuals to be registered do not have custodians as stated in chapter 11, section 7 of the Swedish Parental Code
- the individuals to be registered have not been declared bankrupt (applies to all except the person authorized to receive service of process)
- the auditors meet the qualification requirements as stated in chapter 9, sections 10-13 of the Swedish Companies Act (if reported)
- the auditors meet the qualification requirements as stated in chapter 10, section 9, first paragraph of the Swedish Banking and Financing Business Act (only applies if the company in question is a credit market company)
- the lay auditors meet the qualification requirements as stated in chapter 10, section 9 of the Swedish Companies Act (if reported).

Datum | Date

Namnteckning | Sign name

Namnförtydligande | Print name

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 you want to register changes for a limited company, or use the e-service on the website verksamt.se (in Swedish only). E-services and more information are available on bolagsverket.se. Please note that all documents must be in Swedish. When the application has been registered we will send you a registration certificate in Swedish.

1. Registration number and business name

Fill in the company registration number and the business name.

2. 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.

3. Application regarding

State the changes you want to notify us of for registration. Some changes must be added directly in the articles of association which must be submitted as an attachment with this form. Read more below.

Attachments – when changing the articles of association

- Minutes from the shareholders' meeting (certified copy) confirming that the new articles of association have been adopted.
- The new version of the articles of association.

Change the financial year

If you want to change the financial year, tick the box Financial year. Fill in the financial period during the changeover, including year, month and date, eg 2024-07-01–2025-12-31. The changeover financial year may be shortened or sometimes extended to a maximum of 18 months. You may change only the current or the coming financial year. You must also write the change in the articles of association.

A new financial year may not be used before it has been registered. For further information, see the information brochure, Omläggning av räkenskapsår, SKV 424 (in Swedish only) on the Swedish Tax Agency's website.

Change the business activities

If you want to change the business activities, tick the box for Changes in the articles of association. Describe the business activities in detail in the articles of association. Be precise about which line of business the business activities belong to, for example shoe retail or consulting business within IT.

Change the limits of the share capital

If you want to change the limits of the share capital, tick the box for Changes in the articles of association and make the change in the articles of association.

Choose not to have an auditor

The articles of association must state whether the company will have an auditor or not. Many smaller private limited companies may add a clause in the articles of association stating that they choose not to have an auditor. If you are removing the auditor, tick the changes that apply, such as Changes in the articles of association and Auditors.

Other matters

State other changes here such as a split or consolidation of shares. If the company is going to split or consolidate its shares, you must state the total number of shares the company has after the split or consolidation is completed. A specific resolution on the consolidation or split of shares must also be included in the minutes of the shareholders' meeting. Special rules apply for limited companies with their shares registered at the Central Securities Depository.

Attachments

- Minutes of the shareholders' meeting (certified copy) showing the split or consolidation of shares.

4. The new business address

Please note that you must always change your address with Bolagsverket. If you want post sent to your old address to reach your new one, you can also report a change of address and request forwarding via Svensk Adressändring Aktiebolag.

Fill in the new address as well as the email address, if any. If you want to remove the registered email address, please tick the box.

5. Business name

State more than one business name proposal. If you submit more than one proposal, we will examine them in the order you have listed them in. We will register the first proposal we examine which we are able to accept, without first contacting you. Read more about choosing a business name on bolagsverket.se.

Attachments

- Minutes of the shareholders' meeting (certified copy) confirming that the new articles of association have been adopted.
- The new version of the articles of association (a copy).

6. Secondary business name

The secondary business name is a separate name for a specific part of the business. The secondary business name should not be mentioned in the articles of association. Fill in more than one proposal for secondary business name.

7. Business activities under the secondary business name

Fill in the business activities to be carried out under the secondary business name. Be exact when defining the line of business. The business activities under the secondary business name must be a part of the business activities of the main company.

8. Individuals or accounting firms that have resigned from their assignments

Fill in the name and position of the individuals or accounting firms that have resigned. If an accounting firm has resigned, remember to also fill in the details of the auditor in charge.

Did the auditor resign prematurely?

If an auditor's assignment ends prematurely, the auditor and the appointing party must both notify Bolagsverket the reasons for this. Fill in your reasons for the resignation in box 22. Other matters.

The auditor must always submit a statement about the examination they have carried out during the length of their assignment during the current financial year. The auditor's reasons and statement may be filed separately.

9. Chair of the board

If the board of directors consists of more than one board member, the board must appoint a chair of the board. Fill in the personal details of the chair of the board here.

10. Board members

Fill in the personal and address details of newly appointed board members or details such as a change of address. For individuals who do not have a Swedish personal identity number you must fill in their birth date (YYYY-MM-DD). If the individual is not registered in the Swedish population register, you must fill in their country of residence. Please note that you must fill in box 21. Signatory power, when changing the board.

You must also fill in details of the board members and deputy members who have been appointed as employee representatives and tick the box Employee representative.

In a private limited company the board of directors may consist of one or more board members. If fewer than three board members have been appointed, at least one deputy member must be appointed. Public limited companies must have at least three board members.

The following individuals must be resident within the European Economic Area (EEA)

- at least half of the board members and the deputy members (counted separately)
- the managing director
- the deputy managing directors
- at least one of the signatories.

If the company does not fulfil these requirements, you may apply to Bolagsverket for exemption.

Attachments

- Minutes of the shareholders' meeting (certified copy) showing the appointment of new board members and deputy members. The minutes must also be enclosed when reducing the number of board members or deputy members.
- A certified copy of passport for each person who is not registered in the Swedish population register.*
- An application for exemption, if the residence requirements are not fulfilled.
- A certified copy of the minutes or similar document from the trade union (the appointing body) confirming the appointment of the employee representative.

11. Deputy members of the board

Fill in the personal and address details of the deputy members of the board. Read more under 10. Board members.

12. Managing director

If the company has a managing director, fill in their personal and address details. For individuals who do not have a Swedish personal identity number you must fill in their birth date (YYYY-MM-DD). If the individual is not registered in the Swedish population register, you must fill in their country of residence. In public limited companies the board must appoint a managing director who is not the chair of the board.

Attachment

- A certified copy of a passport for each person who is not registered in the Swedish population register.*

13. Deputy managing director

If the company has a deputy managing director, fill in their personal and address details here. Read more under 12. Managing director.

14. Specially authorized signatory

If there are other individuals (not board members) who are authorized to sign on behalf of the company, fill in their details here. For individuals who do not have a Swedish personal identity number you must fill in their birth date (YYYY-MM-DD). If the individual is not registered in the Swedish population register, you must fill in their country of residence. Fill in the details in box 22. Other matters, if more than one person will be registered. You must also fill in box 20. Signatory power.

Attachment

- A certified copy of a passport for each person who is not registered in the Swedish population register.*

15. Person authorized to receive service of process

If the company does not have an authorized representative who is resident (domiciled) in Sweden, the board must appoint a person who is authorized to receive service of process. Fill in the personal and address details of this person here. Only board members, specially authorized signatories and the managing director are considered to be authorized representatives.

The person authorized to receive service of process must be registered in the Swedish population register. Please note that a person authorized to receive service of process should only be registered when required to by law.

16. Auditor

If the company has an auditor, fill in their personal and address details here. The auditor must be authorized or approved. An authorized auditor is required in the cases mentioned in chapter 9, section 13 of the Swedish Companies Act. Read more under 3. Application regarding – Choose not to have an auditor.

Attachment

- Minutes of the shareholders' meeting (certified copy) confirming the appointment of auditor.

17. Deputy auditor

If the company has appointed a deputy auditor, fill in their personal and address details here. If an authorized auditor is required by law, at least one of the deputy auditors must also be authorized. Read more under 16. Auditor.

18. Accounting firm

If the company has chosen an accounting firm, you must fill in the details here, as well as the personal and address information of the auditor in charge. You can also fill in the details of an accounting firm that is the deputy auditor here. In that case, state that the information refers to a deputy auditor in box 22. Other matters. Read more under 16. Auditor.

Attachment

- Minutes of the shareholders' meeting (certified copy) confirming the appointment of accounting firm. If the company has only changed the deputy auditor, the attachment is not needed.

19. Lay auditor

If the company has a lay auditor, fill in their personal and address details here. Read more under 16. Auditor.

Attachment

- Minutes of the shareholders' meeting (certified copy) confirming the appointment of lay auditor.

20. Deputy lay auditor

If the company has appointed a deputy lay auditor, fill in their personal and address details here. Read more under 19. Lay auditor.

21. Signatory power

Please note that you must always fill in the box regarding signatory power when a change has been made regarding the board of directors, managing director, deputy managing directors or specially authorized signatories. State the signatory power that applies for the company.

The board of directors (the ordinary board members) is always entitled to sign on behalf of the company, even if you choose another option than alternative 1 for the signatory power. The alternative 'Registered signatory power remains unchanged' means that the board of directors has taken a decision regarding the signatory power, implying that the signatory power is unchanged.

22. Other matters

Fill in extra information here. You may also fill in the reason for an auditor's premature resignation here or if you want to apply for registration of the business name in translation.

23. Declaration and signature

A board member or the managing director must sign the form. A person authorized to receive service of process can sign the form about change of his or hers address and his or hers own resignation.

* 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.