



business  
development  
germany

# BDG INCORPORATION PROCESS

Establishing your legal entity in Germany

Identification of  
company form

Preparation of  
incorporation

Company  
registration

Ongoing tax and  
legal services



# THE METHOD

The experts\* for all legal and compliance relevant matters will guide you through the whole process of setting up the business in Germany. Rely on our professional expertise for a seamless experience.

## 1. Identification

- Identification of the most suitable company form according to your needs
- Definition of exact purpose
- Discussion about alternatives and approaches

## 2. Incorporation

- Preparation of documents
- Arrangement of appointments
- Preparatory correspondence with German notary public.
- Assistance with German notary public.

## 3. Registration

- Commercial office
- Register
- Tax office
- Bank
- International tax No.
- Chamber of Commerce etc.

## 4. Ongoing

- Ongoing accounting
- Payroll services, payslips and yearly financial statement
- Employee contracts
- All necessary legal support and assistance
- Correspondence with German authorities

\* Please be advised that the legal and tax services and advice is not provided directly by BDG, since this is prohibited by law. This will only be done by authorized legal and tax experts and we will recommend suitable people in our network, but you are always free to choose different experts. BDG will do all the preparation and the dealing with German authorities.



# BDG FRAMEWORK

The following information is for guidance only. Please contact us for a bespoke proposal.



## **The Fee**

The standard costs for a complete incorporation process start at € 2,500 and can vary from project to project, dependent on the complexity of the planned company form or enterprise solution.

## **Other Costs**

The notary public, the German commercial register and the tax auditor will invoice their services separately. We will provide details about this in a detailed offer. All other costs, e.g. travel expenses of BDG seniors (if applicable), will be agreed upon beforehand with the client and charged accordingly.

## **The Timeline**

An incorporation process can be completed in two weeks if everything is prepared and the notary public appointment is conducted swiftly. However, please be advised that it is also very normal for such a process to take up to 4 weeks, or even more depending on many separate facts.

# WHY INCORPORATION WITH BDG?



Because we are entrepreneurs ourselves.

## **BDG is focussed on market entry in Germany.**

We understand the needs of business development, sales and marketing when entering the German market. This is also reflected when assisting with the incorporation process in order to achieve your business objectives successfully. We are entrepreneurs ourselves and understand your requirements for highly specialised consultation services.

## **BDG delivers quickly.**

We are well experienced in business development and provide essential support for foreign companies in Germany. With a huge network of professionals in Germany, we know what we are doing and deliver quickly.

## **BDG References.**

BDG has assisted numerous companies and entrepreneurs in the German market and continues to do so. Rely on our professionalism which is success oriented and has a high degree of dedication.





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**WE SUPPORT**



*Since 2018 bdg Consulting GmbH has been committed to the UN Global Compact corporate responsibility initiative and its principles in the areas of human rights, labour, the environment and anti-corruption.*

**Seamless Incorporation and  
Compliance for your Business  
in Germany.**

