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HOW TO START A LIMITED LIABILITY COMPANY

Only four steps are required to establish a limited liability company. In the process of starting a company, HITRO.HR staff will help you as an intermediary for delivering and collecting documents for company incorporation.

STEP ONE - COMPANY NAME AVAILABILITY CHECK

First you must choose a name for your company. When checking the name for your company, use the court registry website <http://sudreg.pravosudje.hr>.

HITRO.HR can check for you if there is already a company with the same or similar name. That is why, in addition to the selected company name to prepare alternative names.

STEP TWO – PUBLIC NOTARY

Documents necessary for company registration must be sealed by the Public notary. When paying a visit to a public notary, take your ID card or passport (required if you are a foreign national) with you. All founders and other persons whose signatures are to be verified must be present. For foreign national who don't speak Croatian there must be court interpreter for the language present (www.sudacka-mreza.hr/tumaci.aspx?Lng=en).

STEP THREE – PAYMENT OF FEES AND SUBMISSION OF DOCUMENTS

Registration documentation sealed by the Public notary can be submitted to the HITRO.HR. HITRO.HR can deliver documents for court registration and the National Bureau of Statistics for you. You can make the payment of court fees and the initial capital at HITRO.HR. At the HITRO.HR counter you will receive an RPS Form which you will have to fill out in order to obtain Registration by sector from the National Bureau of Statistics. All required forms and payment slips are available at HITRO.HR counters free of charge. Our staff will deliver and collect documents for you from the Court registry and National Bureau of Statistics. Once the registration is approved HITRO.HR staff will contact you in order to takeover the incorporation documents.





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STEP FOUR – COMPANY'S SEAL MAKING AND OPENING OF AN ACCOUNT

After registration is completed your company needs to make an official stamp and open a business account so that the initial capital could be transferred into your company account. You can arrange the making of an official company stamp at HITRO.HR.

IMPORTANT!

After your company has been entered into the Court Register and the Register of the Central Bureau of Statistics, you must register your company with the relevant Tax Authority, whose jurisdiction is determined on the basis of your company's seat.

