

# QUESTIONNAIRE

## FOR THE PREPARATION OF FOUNDING AN AG

In order to optimally prepare for the founding of an AG, we will need some information in advance. Please send us the completed form by email to [info@cronbloch.ch](mailto:info@cronbloch.ch) or by post to Cron Bloch Notariat + Advokatur, Hauptstrasse 68, 4132 Muttenz

### 1. Founder Details

	Founder 1	Founder 2
Last Name(s)	_____	_____
First Name(s)	_____	_____
Date of Birth	_____	_____
Nationality	_____	_____
Place of Birth	_____	_____
Address	_____	_____
	_____	_____
Participation	Share type <input type="checkbox"/> Registered shares	Share type <input type="checkbox"/> Registered shares
	<input type="checkbox"/> Bearer shares	<input type="checkbox"/> Bearer shares
	Amount _____	Amount _____
	Value CHF _____	Value CHF _____
Telephone No.	_____	_____
E-Mail	_____	_____

	Founder (legal entity)	
Company	_____	
Based at	_____	
Domicile	_____	
Represented by		
Last Name	_____	
First Name	_____	
Place of Birth	_____	
Address	_____ _____	
Participation	Share Type	___ Registered shares
		___ Bearer shares
	Amount	_____ Value CHF _____
Telephone No.	_____	
E-Mail	_____	

## 2. Information on the company being founded

Does a sole proprietorship already exist?
___ Yes                      ___ No

Namely:	_____		
	___	will be kept	___
			will be deleted
Company Name	_____		
Based at	_____		
Domicile	_____		
	___	own offices	___
			domicile bearer (c/o address)
Purpose of the company (keyword-like summary of future activities)			
_____			
_____			
Statutes	___	are included	___
			please create a draft
<b>Share Capital</b>			
Amount of share capital (min. CHF 100'000.00)		CHF	_____
Division	Number of common shares		_____
	Type of shares	___	Registered shares
		___	Bearer shares
	Nominal value per share (min. CHF 0.01)	CHF	_____
Restriction on transferability?	___	Yes	___
			No
Should a share register be prepared?	___	Yes	___
			No

## Payment / Deposit of Share Capital

Cash deposit CHF \_\_\_\_\_

Deposit receipt from \_\_\_\_\_ Bank in \_\_\_\_\_

\_\_\_ is included \_\_\_ will be available by the time of certification

## Contribution in Kind

Contribution in Kind Agreement \_\_\_ is included \_\_\_ please create a draft

Balance Sheet / Inventory \_\_\_ is included

Founding report \_\_\_ is included \_\_\_ please create a draft

Examination confirmation \_\_\_ is included \_\_\_ will be available by the time of certification

Acquisition in kind \_\_\_ Yes \_\_\_ No

Intended acquisition \_\_\_ Yes \_\_\_ No

## Board of Directors

All Founders

Each with \_\_\_ Single signature \_\_\_ Joint signature power of two

Founder \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4 \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4

with \_\_\_ Single signature \_\_\_ Joint signature power of two

Other Persons \_\_\_\_\_

with	<input type="checkbox"/>	Single signature	<input type="checkbox"/>	Joint signature power of two
President of the Board of Directors	_____			
<b>Auditor</b>				
<input type="checkbox"/>	Waiving the election of an auditor (the company is subject to limited auditing and will employ no more than 10 appointments on average per year)			
<input type="checkbox"/>	Election of the following auditors:			
	Company, based in _____			
Declaration of acceptance of the auditor				
<input type="checkbox"/>	is included	<input type="checkbox"/>	will be available by the time of certification	

### 3. Attachments to be submitted

<input type="checkbox"/>	ID copies of all founders and authorized signatories
<input type="checkbox"/>	Bank deposit receipt
<input type="checkbox"/>	Statutes (unless a draft is requested)

Only in the case of (intended) contributions in kind or acquisitions in kind	
<input type="checkbox"/>	Contribution in kind agreement / Contribution and acquisition in kind agreement
<input type="checkbox"/>	Founding report
<input type="checkbox"/>	Balance Sheet / Inventory
<input type="checkbox"/>	Certification of the approved auditor
<input type="checkbox"/>	Information on the preparation of a contribution in kind agreement

## 4. Remarks

Additional Information

(e.g.: Acquisition of real estate etc.)

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### Express Commercial Register Filing

The entry in the commercial register is usually confirmed about 3 weeks after registration, in the Swiss Official Gazette of Commerce (SHAB).

Should the commercial register be asked to confirm the entry of the founding immediately (fee: CHF 300.00)?

\_\_\_ Yes                      \_\_\_ No

The applicants acknowledge that the notary's office will prepare the necessary documents on the basis of this application. The applicants bear the costs for this, regardless of whether the certification is made.

Registering parties

Place, Date

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Signature(s)

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