

## Open a Representative Office in Bosnia and Herzegovina

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### Are there any special requirements for creating a Representative Office in Bosnia and Herzegovina?

A foreign company may **open a representative office in Bosnia and Herzegovina**, if it follows the regulations of the Decision of Establishment and Operations of Foreign Persons. A representative office cannot perform any commercial activities and may be open only for market research and promotional purposes.

**A foreign company may choose to open a representative office** if it wishes to perceive much better the realities of the economy from Bosnia and Herzegovina.

A representative office is **an extension of the company** and doesn't have the status of legal entity.

All the representative offices must be **registered in the Register of the Foreign Representatives Offices**

. This register is patronized by the Ministry of Foreign Trade and Economic Relations of Bosnia and Herzegovina. The Ministry has the obligation to take a decision regarding the registration no longer than

**10 days**

since all the documents were deposited.

**A representative office in Bosnia and Herzegovina cannot sign contracts or make deals** in behalf of the company and may be involved only in non profit activities such as: giving information regarding the company's goals and services to the potential partners or clients or making the connections with foreign companies in the name of the head office.

### What is the minimum share capital of a Representative Office in Bosnia and Herzegovina?

A representative office in Bosnia and Herzegovina **doesn't require a minimum share capital**

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at the moment of registration.

### What documents are required for the setup of a Representative Office in Bosnia and Herzegovina?

A company willing to **open a representative office in Bosnia and Herzegovina** must deliver the bellow documents to the

#### **Register**

: an application (which contains the name and address of the company, the head office location, information regarding the person in charge at the representative office), decision of opening the representative office and the decision of appointing a person in charge with the operations of it, the certificate of incorporation of the company, the program of the representative office.

The Ministry may decide **to close a representative office** in case the law of Bosnia and Herzegovina are broken, the regulation of the “

Decision of Establishment and Operations of Foreign Persons” are not followed or if the company is liquidated.