



All you need under one roof

You will receive a wide range of services to make it easier to enter and do business in the Slovenian market, all under one roof. With our help you will save a great deal of time.

DATA

Forms of business

The most frequent form is the limited liability company (d.o.o.), which requires a minimum of EUR 7,500.00 in capital to be established. Other possibilities are: subsidiary, joint-stock company (d.d.), unlimited company (d.n.o.), limited partnership (k.d.) and sole proprietor (s.p.).

Our experts will help you select the most suitable form of business and assist you in all phases of business operations in Slovenia and the European Union.

Before establishment

- Acquisition of a Slovenian tax number for individuals or legal entities who are establishing or representing the new company
- Tax, legal and business consultancy
- Translation of documents
- Market research

During establishment

- Tax, legal and business consultancy
- Establishment of new company
- Acquisition of existing company
- Translation and interpreting services

After establishment

- Acquisition of work permit and residence permit
- Virtual office
- Bookkeeping and accounting
- Employment (finding personnel, selection procedures, contracts etc.)
- Purchase and rental of real estate

Work permit

Foreigners who are not citizens of the European Union and want to work in Slovenia need a work permit. Work permits in Slovenia are divided into three categories: **personal work permit**, **permit for employment and permit for work**. There are several different kinds of permit within each category. Since we know the regulations well, we can advise you on the appropriate type of permit. We will also take care of all necessary documentation.

If you have established a company in Slovenia as a foreigner and you are its representative, you need a **permit to work as a foreign company representative**. We will help you arrange the documentation.

Five steps in establishing company:

1. Consultations before establishment
2. Translation of documentation
3. Slovenian tax number
4. Registration of company (free of charge)
5. Opening a business account

STEP
BY STEP

Simple operation

So that you can completely dedicate yourself to work, we offer representation and assistance in administrative procedures. Our consultancy experts for the fields of taxes, labour legislation, personnel and entrepreneurship will provide you with quick and usable answers to your questions in all phases of your company's business operations.

Accounting

Our accounting experts, with **more than twenty years of experience**, will gladly give you expert advice on managing your finances, while you can dedicate yourself completely to work and building a business network. Our accountants speak English, Italian and the languages of the former Yugoslav nations. If necessary, we can also translate your documents and reports into most world languages (Russian, Spanish, German...).

Virtual Office

We recommend this service if you do not have your own office in Slovenia but want to show your clients that you are present here. We can arrange a Slovenian business address and the reception of calls and faxes.

Setting up a virtual office substantially reduces costs, which you will incur if you rent or buy business premises. We can also take care of mail (receiving and transferring to a desired address) and arrange for you to rent space for interviews, meetings etc. in our building on the prestigious Dunajska Street.

Life in Slovenia

Slovenia is a very pleasant country, which is why many business executives decide to live here. We have the sea, mountains, karst caves, natural spas, vineyards, forests, lakes, excellent food... There are many things to enjoy and to explore.

If you would like to live in Slovenia for more than three months, you need a residence permit. We will gladly advise you and help you to take care of the necessary documentation.

You want to establish a company in Slovenia, but don't know where to begin?

All you have to do is to arrange a meeting with us. We will take care of the rest. From the very first meeting, we will be a partner who will be always at hand.

T: +386 1 600 15 30 // E: data@data.si

We are here for you.

We will help you to arrange everything you need for your business operations in Slovenia in one place. You can be sure that we will strive to meet your requirements.

Twenty years of successful work and satisfied clients have made us a reliable business partner. We are a leading company in Slovenia in providing comprehensive support for entrepreneurs.

More than 30 experts from various fields ensure that our results are optimal.

We offer:

- Comprehensive assistance in registering companies in Slovenia
- Consultancy on taxation, labour legislation, personnel and entrepreneurship
- Obtaining work permits
- Accounting services with more than 20 years of experience
- Virtual office
- Assistance in employing personnel
- Assistance in recruiting student workers



*Selected Country
Representative 2011
as part of the HSBC
Award for Enterprise.*



*Winners of the European
Enterprise Award 2010.
Best in the category
improvement of business
environment.*

DATA

ONE STOP SHOP

Data d.o.o., Dunajska cesta 136, 1000 Ljubljana

T: +386 1 6001 530 // E: data@data.si // W: www.data.si



<http://www.facebook.com/DATA.si>



http://twitter.com/Data_doo



Contact via www.data.si

We are here for you! Mondays to Fridays, from 8:30 AM to 4 PM.