

DOCUMENTS FOR REGISTRATION OF SELF-EMPLOYMENT

The following items should be submitted with your application:

- Business card (if you have one)
- Website (if you have one)
- Invoices to customers
- Payments received from customers into your account
- Contracts with customers
- Other material that proves your activity, such as texts, subsidies, performances, exhibitions, mentions, etc.

I also need to know the following:

- Do you still work somewhere else (as an employee?) or can I register you as self-employed in your main occupation?
- When should you start working as a self-employed person?
- Your estimated income (after all deductions) per year.
- AHV number
- Date of birth
- Nationality (if not Swiss, type of residence permit and since when)
- Married/registered partnership? If so: name and AHV number of your partner
- Bank account details (required for any repayments)
- Your residential address and/or studio address; if both are the same, that is also fine.
- Are you a member of an association?
- Have you made any recent social security contributions, and if so, where?
E.g. as an employee, student or in another country?
- Would you like us to represent you?