

## Formalities for Setting up Business in Morocco

### Individuals

Case of traders:-Copy of identification;-Deed of property or lease contract; The negative certificate in the case of selecting a sign or a brand name;-copy of the identification based on the power of the taxpayer having power of attorney; If the activity is regulated:-copy of the authorization, of diploma or certificate necessary to carry out the activity, if it necessary, extract of the act indicating the matrimonial regime for foreign traders. -The authorization provided by law if the trader is a minor under Moroccan law. - In case of acquisition of a business, provide certificates proving the origin of funds of commerce, Case of the free stewardship.

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Contract of rental or of free stewardship signed and registered; -publication in the newspaper of Legal Announcements of the Act of stewardship;-Publication in the Official Bulletin of the act of stewardship; copy of the national identity card of the tenant in free stewardship; Copy-model Registration No. 7 issued on behalf of the lessor, by the Secretary Registrar of the Tribunal shall, if necessary.

Case of subsidiaries or agencies of traders:-Copy of identification; - Deed of property or lease contract;-negative certificate (if applicable);-Copying Model 7 of inscriptions issued by the secretary clerk where the principal establishment situated.

Legal Persons Case of the limited company-Act of property, lease contract or certificate of residence from a legal person; Statutes signed and registered by the members;- registered Act of appointments (President, auditors, administrators).Certificate of blockage of funds (a quarter of the minimum capital)-Report of the Commissioner contributions where appropriate;-list of subscribers mentioning the number of shares subscribed and paid by each of them;-Statement of subscription and payment;-Bulletin of subscribers;-photocopy of the identity of persons linked to the Administration (whether legal persons, copies of inscriptions Model 7 issued by the Secretary clerk of the competent Tribunal)-Declaration of Conformity;-copy of the advertising Newspaper of legal announcements;-negative certificate. Case of Cases of Limited Liability Company: Act of ownership, lease contract or certificate of residence from a legal person; Statutes signed and registered by the members;-If the manager is not named in the articles, the registered minutes of Ordinary General Assembly .Certification blockage of 10,000 DH minimum;-Report of the commissioner of inputs. Photocopy the national identity card of the manager (For foreign residents a photocopy of the registration card and for foreign non-resident aliens a photocopy of passport)-Declaration of Conformity;-copy of the advertising Newspaper of Legal Announcement;-Publication in the Official Bulletin or possibly sealed request to the BO;-negative certificate. Case of non collective company:-Deed of lease contract or certificate of residence from a legal person; Statutes signed and registered by the members;-copy of identity of all partners;-If a partner is a foreigner he must produce an extract of the document indicating his matrimonial;-court permission if a partner is minor; early-Declaration of the majority if one of the shareholders is a minor; negative Certificate -Declaration of Conformity;-copy of the announcement in the Newspaper of legal announcements ; -Release in the Official Bulletin or possibly sealed at the request BO. Case of simple limited partnership: Act of ownership, lease contract or certificate of residence from a legal person; Statutes signed and registered by the members;-negative certificate;-copy of identity of managers and partners;-the authorization is to be provided by law if the sponsors are minors according to Moroccan law; early declaration of

majority for minors sponsors;-Declaration of Conformity;-copy of the announcement in the Newspaper of the legal advertisement;- Release in the Official Gazette or possibly sealed request to the BO;-If a partner is a foreigner must produce an extract of the act stating his matrimonial regime.Case of limited partnership by shares: Act of ownership, lease contract or certificate of residence from a legal person; Statutes signed and registered by the members;-negative certificate;-ID of manager and associate sponsors;-The authorization is to be provided by law if the sponsors are minors according to Moroccan law &ndash; Statement in advance by the majority for minor sponsors; Matrimonial regime for partners; the recorded minutes of the AGO who appoints the manager and all members of the supervisory board and the commissioner or the auditors;-list subscribers indicating the number of shares subscribed and paid by each of them;- Statement of subscription and payment;-bulletin of subscriptions;-copy of the announcement in Newspaper of the legal ad;-Publication in the Official Bulletin or eventually sealed request to the BO; Declaration of conformity.-Case of branches or agencies of companies whose headquarters is in Morocco-outside the jurisdiction of the concerned tribunal :-Act of property, lease contract or certificate of residence from a legal person; the recorded minutes of AGE carrying a subsidiary or agency and designation of manager; negative Certificate; -copy of the identity of the manager;-copy of JAL where the branch or the Agency is announced -Publication in the Official Bulletin or possibly sealed request to the BO;- Certificate of Registration model No. 7 issued by the clerk Secretary where the head office is situated;-Declaration of Conformity.

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