

The set-up package includes all the documents you need to form a limited liability company and notify it to the Trade Register: memorandum of association, articles of association, Start-up Notification Form Y1, Trade Register's Appendix Form 1, and the Personal Data Form.

You can also set up a limited liability company online in the BIS Service, which is currently available in Finnish and in Swedish. The handling fee is lower in the online service. Read more in Finnish at <https://www.ytj.fi/index/mikaonytj/sahkoisetilmoitukset/sahkoinenosakeyhtionperustaminen.html>; or in Swedish at <https://www.ytj.fi/sv/index/mikaonytj/sahkoisetilmoitukset/sahkoinenosakeyhtionperustaminen.html>.

The set-up package is intended for companies for which standard articles of association are sufficient and whose shares are paid in cash and the total subscription price is credited to the share capital. Do not use this package if you need articles of association that include provisions about shares of different classes, or if the shares need to have a nominal value or if you pay the shares using other property than money etc.

Notify the limited liability company to the Trade Register within three months from the signing of the memorandum of association. If the deadline is not met, the set-up will lapse. When you file the notification, the shares must be fully paid into a bank account opened on behalf of the company being formed. We recommend that you send the notification forms by post to the address given on the form to speed up the procedure. Read more about how to file your notification:

www.prh.fi/en/kaupparekisteri/yrityksen_perustaminen/perusilmoituksen_tekeminen.html

Company name

The name of a limited liability company has to include an indication of the corporate form, in other words the Finnish abbreviation 'oy' or the Swedish abbreviation 'ab', or the Finnish word 'osakeyhtiö' or the Swedish word 'aktiebolag'. Under the Finnish Company Names Act, a company name has to individualise the company - the name cannot only describe the type of business or the products offered. Nor can the company name be confusable with a name or trademark of a company operating in the same line of business. The company name must also clearly distinguish itself from company names that have already been registered. Read more about company names and auxiliary company names at www.prh.fi/en/kaupparekisteri/yritystennimet.html.

You can study registered or pending company names in the name checking service at <https://nimipalvelu.prh.fi/nipa/en>, or trademarks in the Trademark Database at www.prh.fi In English > Trademarks. We will examine your company name proposal when you have filed your notification. Before registration, you cannot be completely sure if your company name can be registered. We advise you to wait until your company name is registered before you order advertising signs or company stationery.

On Start-up Notification Form Y1 and in the memorandum of association, you can give two alternative company names in addition to the company name you primarily wish to have registered. If the company name cannot be registered, we will register the first possible alternative that can be accepted.

How to pay the handling fee

The handling fee for a Start-up Notification is 380 euros. Pay the handling fee in advance and **enclose the receipt with your notification**. The receipt must show the following details:

- The payer
- The recipient (PRH), and the account number to which the money was transferred (PRH's bank account)
- The bank's archive number
- The sum paid in euros
- Write the following details in the message field: the name of the limited liability company, and 'Start-up Notification'.

We only accept receipts showing the status of the payment - either 'Paid' or 'Processed'. The receipt can be

- a printout stating the transaction and the bank's archive number;
- a copy of an account statement; or
- a receipt from a payment ATM.

Corrections

If we find any deficiencies or errors in your Start-up Notification, we will contact the contact person, indicated in the form, by post or telephone. In the start-up phase, if you change the articles of association or the composition of the board of directors, or otherwise change the content of the memorandum of association, all the founder shareholders usually have to sign an agreement amending the memorandum of association. The original agreement must then be submitted to the PRH. The founder shareholders can also authorise some other person to sign the agreement on their behalf. To make it easier to correct the documents, the memorandum of association in this package includes a field where you can authorise the agent indicated in the Notification Form to make any necessary corrections for you. The package also contains a Correction Form to be used when you submit corrections to the Trade Register.

How to complete the memorandum of association**Shares**

In the memorandum of association, please indicate the number of shares subscribed for by each shareholder. Please specify the period within which the shares must be paid. The period must be so short that a Start-up Notification can be submitted to the Trade Register within three months from the signing of the memorandum of association. The shares must be fully paid when the notification is being filed. The subscription price in full is credited to the share capital.

Shareholders

The company can have one or more shareholders. When a legal person subscribes for shares, the legal person's name and Business ID must be indicated in the memorandum of association. For foreign shareholders with no Finnish personal identity code, indicate their date of birth.

Board of directors and managing director

Board of directors and managing director A chairperson has to be elected if there is more than one ordinary member in the board of directors. If there is only one ordinary member in the board of directors, no chairperson is registered at the Trade Register. A deputy member has to be appointed if fewer than three ordinary members are appointed to the board of directors. The Finnish Limited Liability Companies Act does not require companies to appoint a managing director.

Auditors

The name of the auditor and the deputy auditor, if appointed, has to be indicated in the memorandum of association. If no auditor is elected, please tick the box next to 'No auditors are elected'. At least one deputy auditor has to be appointed, if the limited liability company only has appointed one auditor who is not an audit firm.

The articles of association may contain provisions on auditors.

Under the Finnish Auditing Act, a company may decide not to appoint an auditor if no more than one of the following conditions is fulfilled both during the financial period that has ended and during the financial period immediately preceding it:

- 1) the balance sheet total exceeds 100,000 euros;*
- 2) net sales or comparable revenue exceeds 200,000 euros; or*
- 3) the average number of employees exceeds three.*

Financial period (accounting period)

The memorandum of association specifies the financial period. The normal financial period is 12 months, and it is indicated by stating the day and month when the period begins and ends, for example: 'The company's financial period is 1 January to 31 December'. The first financial period can be longer or shorter than 12 months but not longer than 18 months. The first financial period begins as soon as the memorandum of association has been signed and must end on the same day of the month as the normal financial period, for example: 'The company's financial period is 1 January to 31 December and the first financial period ends on 31 December 2014.

On Notification Form Y1, please state the regular financial period (accounting period) and the end date of the first financial period. Please check that the period between the signing of the memorandum of association and the end date of the first financial period does not exceed 18 months.

How to complete the articles of association

Please write the articles of association on computer, not by hand, as we enter the articles of association optically into our electronic system.

The model includes paragraphs that are required under the Finnish Limited Liability Companies Act: the company's name, the place of registered office, and the line of business. It also includes a paragraph about the right of the board of directors to give a specified person procuration rights or the right to represent the company. State the company's name, the place of registered office, and the line of business. Please do not add anything else to the articles of association, as the supplementary paragraphs come directly from the Limited Liability Companies Act.

Place of registered office

The place of registered office has to be a municipality in Finland.

Line of business

In section 3 of the articles of association, indicate the line of business by adding the relevant number code/codes based on the Standard Industrial Classification TOL 2008 of Statistics Finland. See section 3 in the Articles of Association (appendix to the Memorandum of Association) below. [Go to the Standard Industrial Classification TOL 2008 on the Statistics Finland website](#). The line of business must be truthful. In other words, it must include all the fields in which the company is or will be active. However, the line of business should not be too extensive as it may make the company name registration procedure more difficult. The protection of the company name is determined by the company's actual line of business.

How to fill in the forms

Fill in Form Y1 and Appendix Form 1. If there is not enough space on the form, please enclose similar pages or use separate A4 sheets.

Submit the following documents together with Form Y1 and Appendix Form 1:

1. The original memorandum of association
2. The articles of association (Choose either Alternative A or Alternative B)
3. Documentary evidence of persons who do not have a Finnish personal identity code (a photocopy of the passport or some other evidence). This evidence is not necessary if the person already is registered at the Trade Register.
4. Documentary evidence of a foreign company that is a shareholder (an extract from the register in the company's home country)
5. A receipt showing that the handling fee has been paid
6. If, under the law or the articles of association, the company is not obliged to appoint an auditor, please enclose some other evidence on the payment for shares, for example:
 - a certificate by the company's KHT or HT auditor, if the company has freely chosen to appoint an auditor
 - an account statement, or an equivalent certificate by a financial institution. It can be a printout indicating the final transaction and including the bank's archive number; a copy of an account statement; a receipt from a payment ATM; or the payer's copy (with the bank's stamp) of a credit transfer form.

We have introduced a new way to submit personal details to the Trade Register

Do not write the last four digits of personal identity codes or the home addresses of persons living outside Finland on the Appendix Form, as they are not public details. Instead, write them on a specific Personal Data Form. The details become public if you write them on the Appendix Form. If the person has a Finnish personal identity code and lives in Finland, do not enter their postal address or citizenship. If the person does not have a Finnish personal identity code, enter their date of birth instead. Visit our website at www.prh.fi to read more about the publicity of details.

The last four digits of Finnish personal identity codes, or the home address of persons living outside Finland, are disclosed from the Trade Register only if the requirements in section 16(3) of the Finnish Act on the Openness of Government Activities are fulfilled (section 1a of the Finnish Trade Register Act).

Persons named in the notification

Finnish personal identity code: If a person has a Finnish personal identity code, enter his or her place of residence but no address.

No Finnish personal identity code: If a person does not have a Finnish personal identity code, enter his or her date of birth, postal address and country of residence.

No permanent place of residence in the European Economic Area

At least one ordinary member of the board of directors and one deputy member, and the managing director / the substitute for the managing director, must have a permanent place of residence in the European Economic Area. Otherwise they need an exceptional permission. The permission must be applied from the Finnish Patent and Registration Office (PRH). One of the auditors must have a place of residence in the European Economic Area (an exceptional permission cannot however be sought or granted). No restrictions are set to the place of residence of holders of procuration or persons authorised to represent the company.

Share capital

The share capital of a private limited liability company can be 0 euros or more.

Statement of the board of directors and the managing director, and the auditor's certificate

When you notify a company to the register, the share capital has to be fully paid into the company's bank account. All the ordinary members of the board of directors and the managing director, if the company has one, sign the statement. All the company's ordinary auditors sign the auditor's certificate. If, under the law and/or the articles of association, the company is not obliged to appoint an auditor, enclose some other evidence on the payment for shares, for example an account statement, or an equivalent receipt from a financial institution.

The auditor's certificate or some other evidence is necessary only if the shares have been paid for, in other words the shares have a subscription price.

Auditors

If, under the law and/or the articles of association, the company is not obliged to appoint an auditor, and no auditor is appointed, please tick the box next to 'NO AUDITORS ARE ELECTED'. You must in other words write the name of the auditor or indicate that auditors have not been elected.

Representation of the company

The company can be represented in the following manner:

1. The company can be represented by the entire board of directors automatically under the Finnish Limited Liability Companies Act (see both model articles of association).
2. The company can be represented by the chairperson of the board of directors and the managing director, each on his or her own, or by any two board members jointly, under a provision of the articles of association (see second model articles of association). Please do not give these details on the form.
3. The board of directors can give a specified person the right to represent the company under a provision of the articles of association. Please indicate on the form that persons referred to above are persons authorised to represent the company.
4. The board of directors can give a specified person procuration rights. The board of directors always has the right to give procuration rights. Please indicate on the form that persons referred to above are holders of procuration.

Please indicate in the box 'How the person represents the company' whether the person represents the company on his or her own or together with someone else. In the latter case, please state with whom the holder of procuration or the authorised person may represent the company (for example together with another holder of procuration or together with a member of the board of directors or the managing director).

Send the Start-up Notification to:

PRH -Tax Administration, Business Information System, P.O. Box 2000, FI-00231 Helsinki

Perustamissopimus / Memorandum of Association

1. Perustamme tällä perustamissopimuksella osakeyhtiön,
jonka toiminimi on / We hereby form a limited liability company

under the name

2. vaihtoehto / Alternative
company name 2

3. vaihtoehto / Alternative
company name 3

Hyväksymme toiminimen ja vaihtoehdot rekisteröitäväksi ilmoitetussa järjestyksessä / We agree that the proposed
company name or any of the proposed alternative company names are registered in the order given above.

Merkitsemme yhtiön osakkeet seuraavasti: / We subscribe for the company's shares as follows:

Täydellinen nimi / Full name	Syntymäaika/Y-tunnus / Date of birth/Business ID	Osakkeiden numerot / Share numbers
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2. Kustakin osakkeesta on yhtiölle maksettava / The price to be paid to the company
for each share

euroa /
euros.
(pp.kk.vvvv) /
(dd.mm.yyyy)
at the latest.

Osakkeet on maksettava viimeistään / The shares have to be paid

If no amount is paid for the shares, the amount to be paid to the company for each share is zero euros, or it is stated that
no amount is paid to the company for the shares, and the period within which the shares have to be paid is not indicated.

3. Hallituksen varsinaisiksi jäseniksi valitsemme / We appoint the following
persons as ordinary members of the board of directors

ja varajäseneksi / and the following persons as deputy members

4. Hallituksen puheenjohtajaksi valitsemme / We appoint the following person as chairperson
of the board of directors

5. Tilintarkastajaksi valitsemme / We appoint the following person as auditor
ja varatilintarkastajaksi / and the following person as deputy auditor

Tilintarkastajia ei ole valittu / No auditors are elected



6. Yhtiön toimitusjohtajaksi valitsemme / We appoint the following person as managing
director

(toimitusjohtaja ei ole pakollinen, täytetään tarvittaessa) / (It is not obligatory to appoint a managing director. Fill in if necessary.)

7. Yhtiön tilikausi on / The company's financial period is (pp.kk. - pp.kk.) / (dd.mm. - dd.mm.)

8. Yhtiöjärjestys on tämän perustamissopimuksen liitteenä. / The articles of association can be found in an appendix
to this memorandum of association.

9. Valtuutetaan ilmoituslomakkeella nimetty asiamies tekemään rekisteriviranomaisen mahdollisesti edellyttämät
korjaukset kaikkien osakkeenomistajien puolesta perustamissopimukseen tai yhtiöjärjestykseen. / The agent indicated in
the Notification Form is authorised on behalf of all the shareholders to make such corrections in the memorandum of
association or the articles of association that may be required by the registration authority.

**Kaikkien osakkeenomistajien
allekirjoitukset / Signatures of all
shareholders**

**Nimenselvennykset / Name in block
capitals**

Päiväys / Date

Yhtiöjärjestys - liite perustamissopimukseen / Articles of Association - appendix to the Memorandum of Association

1§ Yhtiön toiminimi on / The company's name is

2§ Yhtiön kotipaikka on / The company's place of registered office is

3§ Yhtiön toimiala on / The company's line of business is (*please mark as a number found in [Standard Industrial Classification TOL 2008](#)*)

4§ Yhtiötä edustaa hallitus. Hallitus voi lisäksi antaa nimetyille henkilölle prokuran tai oikeuden yhtiön edustamiseen. / The company is represented by the board of directors. In addition, the board of directors can give a specified person procuracy rights or the right to represent the company.



THE BUSINESS
INFORMATION SYSTEM



For official use									

START-UP NOTIFICATION

Limited companies, co-operatives, savings banks, foundations and other organisations

Y1

This form is for having your enterprise entered in the Trade Register, Foundation Register, VAT Register, Prepayment Register, Employer Register and the Register of payers of tax on insurance premiums.

Please, send the completed form to: PRH - Verohallinto, Yritystietojärjestelmä, PL 2000, 00231 HELSINKI

Name of enterprise or organisation	
Company Name (treated as a suggested name until the Trade Register has approved it)	Language
	<input type="checkbox"/> Finnish <input type="checkbox"/> Swedish
Alternative Company Name 2	Alternative Company Name 3
Requesting registration in (complete pp. 3–4 to give details to the Tax Administration)	
<input type="checkbox"/> The Trade Register (enclose receipt proving you paid the fee)	<input type="checkbox"/> Register of Foundations

Trade register: Accelerated processing request (does not apply to changes of addresses and contact details). We normally process the completed application forms on a first come, first served basis. Exceptions can only be made for a valid reason. Requests for accelerated processing cannot always be granted.
<input type="checkbox"/> Tick this box if you are asking for registration by a desired date. Note: enclose a separate letter to give your reasons for this.

Domicile	
Municipality	Country of residence (if not Finland)

Other company names (fill in if needed)	
Parallel names (translations of the company name into foreign languages)	
Auxiliary Name	Description of activities under this Auxiliary Name
Auxiliary Name	Description of activities under this Auxiliary Name

Address information for public use at PRH and the Finnish Tax Administration (postal or street address is mandatory)						
c/o (postal address)			c/o (street address)			
Postal address (street or road)	Building no	Entrance no	Apartment no	PO Box no	Postal code	Town or City
Street address (street or road)	Building no	Entrance no	Apartment no	Postal code	Town or City	
e-mail	Telephone			Website		

The accounting period begins on the day the company is established, or the day when business in Finland is started (foreign companies). If you conducted business prior to the date, see the guidance for completing this form.			
Date of establishment or start date of business in Finland	dd.mm.yyyy	End date of the first accounting period (max. 18 months)	dd.mm.yyyy

The next accounting period (length = one year) starts automatically after the first.

YTJ 10011



Y1

<input type="checkbox"/> The company is to continue the trade or business of the previous company (e.g. a private trader becomes a limited partnership), see instructions. Complete the Personal Data Form.	
Name of the previous company	Business ID

Main sector (line of business) to be declared to Tax Administration (five-digit TOL 2008 code. For more information, visit website of Statistics Finland.)					

Type of enterprise (Please complete the mandatory appendix form applicable to your enterprise)	
<input type="checkbox"/> Limited company (private limited company)	<input type="checkbox"/> Foundation
<input type="checkbox"/> Public limited company	<input type="checkbox"/> Branch of a foreign enterprise
<input type="checkbox"/> Co-operative	<input type="checkbox"/> Foreign company
<input type="checkbox"/> Other type, please specify _____	
Enclosures: select at least one, as appropriate for your legal entity form	
<input type="checkbox"/> 1 Limited company or public limited company	<input type="checkbox"/> 5 Right-of-occupancy association, resident administered area, European economic interest grouping or branch of an interest grouping located in Finland but registered in another country, mortgage society savings bank or state public enterprise
<input type="checkbox"/> 2 Cooperative or cooperative bank	<input type="checkbox"/> 11A Foundation (under Act 487/2015 on Foundations)
<input type="checkbox"/> 3 Branch of a foreign enterprise	
<input type="checkbox"/> 4 Mutual insurance company, public mutual insurance company or insurance association	
Enclosures for the Tax Administration	
<input type="checkbox"/> 6204 Registration of a foreign enterprise	

YTJ 10012

Who can provide further information about this notification; an individual, an accounting firm etc.?		
Name		
Postal address	Postal code	Town or City
Telephone	e-mail	

Date and signature		
Date	Signature and printed name	Telephone

Privacy statement: For the information referred to by Art. 13 and 14 of the EU General Data Protection Regulation on the registrations made on the basis of this form, visit ytfi.fi or contact the Finnish Patent and Registration Office or the Tax Administration.

**INFORMATION FOR THE TAX ADMINISTRATION****Y1**

Postal address to be given to the Tax Administration use only (unless it is the same as on Page 1)						
Postal address (street or road)	Building no	Entrance no	Apartment no	PO Box no	Postal code	Town or City

YTJ 10013

Registration for VAT	as of (dd.mm.yyyy)	Exclusion from VAT (please attach a statement of the grounds)	as of (dd.mm.yyyy)
<input type="checkbox"/> Trade or business <input type="checkbox"/> Purchases; withdrawal of goods for own use <input type="checkbox"/> Notification obligation for sales of services in the EU <input type="checkbox"/> Primary producer		Justification that the company does not consider itself liable for VAT <input type="checkbox"/> Small-scale business (§3, VAT Act, €15,000) <input type="checkbox"/> Healthcare services (§34, VAT Act) <input type="checkbox"/> Social services (§37, VAT Act) <input type="checkbox"/> Instructor services (§39, VAT Act) <input type="checkbox"/> Financial and insurance services (§41, §44, VAT Act) <input type="checkbox"/> Non-profit/religious entity (§4-5, VAT Act) <input type="checkbox"/> Fees to performing artist or royalties (§45, VAT Act) <input type="checkbox"/> Real property right (§27, VAT Act) <input type="checkbox"/> Other non-VAT operations, please specify: _____	
VAT taxpayer status is requested	as of (dd.mm.yyyy)		
<input type="checkbox"/> For the transfer of rights to use immovable property (under §12 and §30, VAT Act. Rental contract - or other account of the rental property and tenant - must be enclosed.) <input type="checkbox"/> Small-scale business operator (§3, VAT Act, €15,000) <input type="checkbox"/> For intra-Community acquisitions (§26 f, VAT Act) <input type="checkbox"/> Primary producer <input type="checkbox"/> Non-profit/religious entity (§12.1, VAT Act)			

Requesting entry in the Prepayment Register (§25, Prepayment Act) (Earliest possible date of registration is the date of arrival of the completed form.)	as of (dd.mm.yyyy)
Registering as an employer paying wages on a regular basis	as of (dd.mm.yyyy)

Tax period of self assessed taxes	
If turnover (=sales) does not exceed €100,000 a year, you have the option to report and pay VAT in quarter-year periods. Then you can pay withholding, employer's social security and source tax once every quarter. If turnover is €30,000 or less, you can file and pay VAT once a year, and other self-assessed taxes once every quarter. Reports on earnings payments must be submitted to the Incomes Register in 5 days after each payday. 'Turnover' also includes your company's foreign selling.	
<input type="checkbox"/> Sales for calendar year is €30,000 max.	<input type="checkbox"/> Sales for calendar year is from €30,001 to €100,000
<input type="checkbox"/> Sales for calendar year is higher than €100,000	
Desired length of tax period -- VAT	Desired length of tax period -- employer contributions
<input type="checkbox"/> year	<input type="checkbox"/> quarterly
<input type="checkbox"/> quarterly	<input type="checkbox"/> monthly
<input type="checkbox"/> monthly	
The Tax Administration will decide on the length of the period and inform you in writing.	



Y1

YTJ 10014

Additional information

COMPANY NAME

DATE OF MEMORANDUM OF ASSOCIATION

SHARE CAPITAL AND SHARES		
Amount of share capital	Number of shares	Nominal value, if any, of a share
Other details of the shares (fill in if necessary, see instructions)		

STATEMENT OF THE BOARD OF DIRECTORS AND THE MANAGING DIRECTOR
The undersigned, in other words all the members of the company's board of directors and the managing director, confirm that the company has been set up according to the provisions in the Finnish Limited Liability Companies Act.
Date
Signatures and names in block capitals of all the members of the board of directors and the managing director

AUDITORS' CERTIFICATE ON THE PAYMENT OF SHARES
The undersigned auditors of the company confirm that the provisions in the Finnish Limited Liability Companies Act on the payment of shares have been followed.
Date
Auditors' signatures and names in block capitals

BOARD OF DIRECTORS (If the board of directors consists of less than three members, at least one deputy member must be elected)

Also fill in a separate personal data form.

Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Chairperson	<input type="checkbox"/> Member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)	<input type="checkbox"/> Member	<input type="checkbox"/> Deputy member

AUDITORS Also fill in a separate personal data form.

<input type="checkbox"/> Auditor	<input type="checkbox"/> Deputy auditor
Name (person or organisation)	Date of birth (dd.mm.yyyy) or Business ID
Auditor with principal responsibility in the organisation	Date of birth (dd.mm.yyyy)
<input type="checkbox"/> Auditor	<input type="checkbox"/> Deputy auditor
Name (person or organisation)	Date of birth (dd.mm.yyyy) or Business ID
Auditor with principal responsibility in the organisation	Date of birth (dd.mm.yyyy)

NO AUDITORS ARE ELECTED

MANAGING DIRECTOR Also fill in a separate personal data form.		
Managing director		
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)
Substitute for the managing director		
Name	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)

HOUSE MANAGER Also fill in a separate personal data form.		
Name (person or organisation)	Date of birth (dd.mm.yyyy) or Business ID	
House manager with principal responsibility in the organisation	Date of birth (dd.mm.yyyy)	Citizenship (if not Finnish)

REPRESENTATION OF THE COMPANY Also fill in a separate personal data form.			
Persons authorised to represent the company and holders of procuracy (representation rights and procuracy rights given by the board of directors)			
Name	Date of birth (dd.mm.yyyy)	<input type="checkbox"/> Authorised person	
		<input type="checkbox"/> Holder of procuracy	
Citizenship (if not Finnish)	How the person represents the company (on his or her own / together with whom)		
Name	Date of birth (dd.mm.yyyy)	<input type="checkbox"/> Authorised person	
		<input type="checkbox"/> Holder of procuracy	
Citizenship (if not Finnish)	How the person represents the company (on his or her own / together with whom)		
Name	Date of birth (dd.mm.yyyy)	<input type="checkbox"/> Authorised person	
		<input type="checkbox"/> Holder of procuracy	
Citizenship (if not Finnish)	How the person represents the company (on his or her own / together with whom)		
Name	Date of birth (dd.mm.yyyy)	<input type="checkbox"/> Authorised person	
		<input type="checkbox"/> Holder of procuracy	
Citizenship (if not Finnish)	How the person represents the company (on his or her own / together with whom)		
Name	Date of birth (dd.mm.yyyy)	<input type="checkbox"/> Authorised person	
		<input type="checkbox"/> Holder of procuracy	
Citizenship (if not Finnish)	How the person represents the company (on his or her own / together with whom)		

N.B. The last four digits of the Finnish personal identity code, or the home address of persons living outside Finland, are disclosed from the Trade Register only if the legal requirements are fulfilled (s 2 ss 2 of the Finnish Trade Register Act). More information on openness and handling of personal data our home page www.prh.fi
 You can find this form in fillable form at: <https://www.prh.fi/en/kaupparekisteri/lomakkeet.html>

Basic information of the company

Company name:	
Business ID:	Record number of notification:

Personal data

Use this form to enter the person's name, Finnish personal identity code and citizenship.		
If the person does not have a Finnish personal identity code, enter their date of birth instead.		
If the person lives outside of Finland, enter their home address.		
Last name	First names	
Citizenship	Personal identity code	Date of birth
Home address of person living outside of Finland (street address, domicile, country)		
Last name	First names	
Citizenship	Personal identity code	Date of birth
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 Print more than one personal data form if necessary: <https://www.prh.fi/en/kaupparekisteri/lomakkeet.html>