

How to start a business in Suchy Las and other towns in Poland

If you want to start a business in Suchy Las, your first steps should be to the Town Hall. There is a business department where you can obtain all necessary information, help and support. You can even register your business there.



The address is: **Urząd Gminy Suchy Las**
ul. Szkolna 13
62-002 Suchy Las
Poland

Telephone **+48 618 926 284**
www.suchylas.pl

You can also register your business on the Internet.

To get some information go to <https://biznes.gov.pl> Click on English.

- click on **Guides for Entrepreneur** and then on **opening a business**;
- look at the list and choose your business;
- follow the step by step instructions.

If you know, what kind of business you would like to open

- click on **BEFORE YOU START** – you are at **BUSINESS IN POLAND**, read the information and find out what kind of help is provided and what you should do before you start your business;
- click on **STARTING A BUSINESS** and read about other things you should do before registration of your business. Go down to **EXTERNAL LINKS** and click on **CEIDG** link.

Or you can go straight to <https://ceidg.gov.pl>

You are at: <https://ceidg.gov.pl> Click on EN.

- click on **Submit CEIDG form**;
- click on **Establish a business activity** and select your application;
- enter the code from the picture and click on **next**;
- you can see **the application for entry into the CEIDG**;
- complete the application form.
- when you finish the application, download XML file, submit it and your business is registered.

There are two important numbers you must have if you want to start a business:

1. **REGON** (National Official Business Register Number). You will obtain it at the Statistical Office in each big town or city.

For example in Poznań:

Urząd Statystyczny w Poznaniu
ul. Wojska Polskiego 27/29
60-624 Poznań

Telephone: +48 61 279 82 00

<https://poznan.stat.gov.pl>

2. **NIP** (Taxpayer's Identification Number). For this number you must apply at the nearest Financial Department.

For example in Poznań:

Urząd Skarbowy Poznań – Winogrody
ul. Wojciechowskiego 3/5
60-685 Poznań

Telephone: +48 618 270 100

www.wielkopolskie.kas.gov.pl/urząd-skarbowy-poznan-winogrody

Within 7 days you should contact the Social Security Office to choose the form of insurance (submit ZUS ZUA/ZZA forms).

Address: **Zakład Ubezpieczeń Społecznych
I. Oddział w Poznaniu
ul. Dąbrowskiego 12
60-908 Poznań**

Telephone: +48 618 416 000

<https://zus.pox.pl/adresy/adres-zus-oddzial-poznan.htm>

And you can start your business.