

Summary presentation
of the French one-stop-
shop (“CFE” : Center
for Enterprise's
Formalities)

Summary

- Introduction : the stakes
- Barriers to firm's creation
- Measures taken
- The latest measures
- On-line creation : legal framework and implementation of the system

Barriers to firm's creation

- Several offices (tax, social security, statistics, register of trade) concerned by creation process
- Thus, multiplicity of forms to fulfill and formalities to complete
- Therefore, a time-consuming and discouraging process

What have been done

- A system with a single office (CFE = front office) and a single form
- Exchanges between CFE and back offices (tax...) throughout a single firm identification number (“SIRET”)
- Reduced number of forms (a single) and documents required (to avoid the creator from giving the same documents to several offices)

The latest measures : the on-line creation

- Adaptation of the legal framework to new technologies in order to reduce the administrative burden


On-line creation : legal
framework and
implementation of the
system

Legal framework

- An administrative act was published the 15th of may 2007 to give an official framework to the on-line creation process
- This act has four goals :
 - 1) to define the standards of numerisation of the documents required by the creation procedure and the single form (JPEG, PDF...)

 2) to define the standards for exchanging data between OSS and back offices ;

 3) to define the legal framework of electronic signature of the declaration : only by using an official electronic certificate ;

 4) to define the way to pay the fees of registration to « Register of trade and businesses » : only by credit card owned by the person who makes the statement.

Implementation of the system

- **Stage 1: The choice of the formality you want to complete**


- 📁 Create a new firm ;


- 📁 Modify the bylaws of a existing firm.

- At the end of this stage, OSS gives you an identification number.

Stage 2 : Fulfil an electronic form

The form fulfilled will constitute your statement

 You can, at any time, stop this statement, stock it (during a delay of 90 days), and then resume it to complete or change it.

 If you wish it, you can contact your OSS by electronic mail : an adviser will answer your questions and you will be able to continue your statement.

- **Stage 3: Join the documents required with your statement.**

- 📁 OSS will establish the individual list of the documents

- 📁 You download these documents, sign and join them to your statement

■ Stage 4 : Signature of your statement

- Signature of your electronic statement by using an electronic certificate registered by administration (list available on Minister 's Internet site).

- **Stage 5** : Payment of registration's fees (Register of Trade and Businesses - RCS).
 - Only by using a credit card.

- **Stage 6** : OSS will issue you an electronic receipt
- You have finished your formality and you will be able to follow on-line its treatment