

Step 1

PLANNING

- Plan your business and service to correspond - the field.
- Acquire the training and/or pass the exam needed for your field.
- Set up your company only after discussing with the business advisor about your needed licenses and permit(s) that are required within the field.

Links



Finnish Immigration Service (Migri)

Business plan template
Business Espoo calculation template
Templates (EN)



General information about permits
required from companies

Beauty Care, Sports Venues,
Solariums, Tattoo Studios



Electrical works

Webshops and online sellers



Real Estate Brokers, Authorized
Goods Inspectors (in Finnish)

Security, locksmiths, access
control and building security
services



Taxi & Transportation (in Finnish)



Travel & Tourism



Hotels, Accommodations

Available help from business advisors

Talk to a business advisor
to review your plans and next steps.

Please contact your local business advisory
office with your initial business plan to go
through the process specific to the field.



Aspects to consider / examples
Business plan
• Operational plan
• Shareholder agreement

- Do you need the business ID for permit application? If not, do not establish a company at this stage.
- Please familiarize yourself with the requirements of your field of business. Cover the basics before discussing with business advisor and you can enjoy more resultful advisory.

Step 2

PERMITS, DOCUMENTS, LICENSES

If you are a EU citizen, register your stay with Migri.

As non-EU citizen, please confirm your right to practice business in Finland.

Links



Residence Permit application

For EU citizens: Confirm your
stay with Finnish Immigration
Service (Migri)



Please see the field related guidance(s) as in
Step 1.

Available help from business advisors

Contact business advisory for
any questions

Aspects to consider / examples

After a Finnish strong authentication is acquired, one can register for exams, permit enquiries, setting up business electronically etc.

- After booking the business advisory time, please send your business plan for the advisor before the meeting.
- Check the booking confirmation for details and contacts of the advisor.

Services pathway

A service business can mean variety of different professional, technical, tourism or transportation services. The field you are aiming to operate in will affect the different requirements.

These may be for both entrepreneurs and/or companies or premises. EG.



- Transportation services need either a permit or, in case of expansion, at least an approved notification depending on the nature of business and scale of vehicles used in transportation (both taxi and road transportation require a permit to operate and valid professional license).

- Tourism companies may be required to pay guarantees against insolvency or could be allowed to operate without a guarantee under strict rules.

- Inspectors and/or designers/planners of technical fields and critical machinery a professional certificate is commonly required before any activities can start and often this certificate must also be connected to the business ID.

- Many functions in beauty sector also require notifications!

Always ask advice from your local business advisor before engaging in any such activities. Please note that many required qualifications are issued by specified organizations and obtainable only after examination, such as Qualified Goods Inspector or an auditor. As a summary, requirements for service business are different by types of operation, product and due to industry specific requirements. Always seek business advice before setting up a service business!

More information can be found
Permits for companies and entrepreneurs |
Business Espoo - Helping companies thrive |
City of Espoo

Is very valuable to meet a business advisor before starting your own service business



Step 3

RESOURCEERS, CONTRACTS

You mostly need a business ID to sign the contracts. Please apply the Grants, if available, as guided by your business advisor. In case no permits are required in your field, set up the company only after applying the grants.

Link

Contact business advisory if needed.



Available help from business advisors

Contact business advisory for any questions

Aspects to consider/examples

- Resources: money, machinery, premises
- Grants & Subsidies
- Please note that plans required for grant application must be reviewed by business advisor!
- Insurances
- Shareholder Contract
- Taxation in the field
- Finding an accountant



Step 4

FINAL PREPARATIONS AND LAUNCH

After your company is established. Congratulations! Now you can start working with your customers!

Keep proper accounts and provide annual declarations in timely manner.

Non-EU citizens: Apply extension(s) no more than 3 months prior the expiry of your permit. Should your situation change, provide Migri with notification of change without delay.

Link

Notify Finnish Immigration Service (Migri)
about any changes



Available help from business advisors

Contact business advisory for any questions

Aspects to consider/ examples

Business and operational plan implemented to action plan



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