



**Branch or representative
office registration**

Representing tomorrow

Deloitte Legal 2017

Registration of a branch or representative office in Azerbaijan

The fast-growing Azerbaijani economy continues to attract both foreign and local investments. Every year, numerous overseas companies set up operations and begin testing out new commercial opportunities in Azerbaijan. However, the requirement to register and comply with continuing obligations can be challenging, and foreign legal entities may often be unaware of their legal obligations.

How can the Deloitte Legal team help?

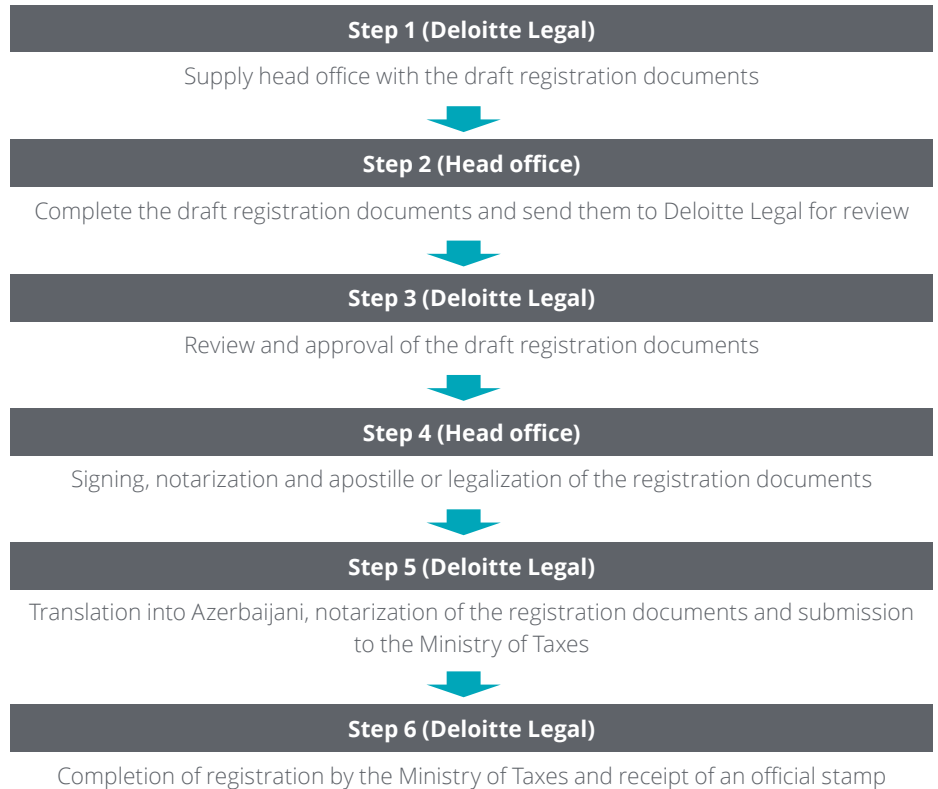
We are experienced in registering branches and representative offices and in offering support and guidance on compliance with obligations. In particular, we can provide assistance with:

- Choosing the legal form of registration
- Carrying out actual registration in Azerbaijan
- Providing post-registration support.

List of necessary documents:

- Application form — to be drafted by Deloitte Legal Branch/representative office regulations — to be drafted by Deloitte Legal Head office's board resolutions on the establishment of the branch/representative office and on the appointment of the head of the branch/representative office — to be drafted by Deloitte Legal
- Power of attorney for the head of the branch/representative office — to be drafted by Deloitte Legal
- Memorandum and Articles of Association of the head office
- Head office's registration certificate and/or extract from the trade register where the head office is registered

Registration steps



- Document confirming the legal address of the branch/representative office in Azerbaijan
- Power of attorney in the name of Deloitte in order to carry out registration services — to be drafted by Deloitte Legal State duty of AZN 220 Preparation of a corporate seal
- Azerbaijan is a signatory to the Hague Convention, abolishing the requirement for the legalization of foreign public documents, effective from 31 March 2004 ("the Convention"). According to the Convention, legalization is not necessary with respect to public documents issued in a country which is a signatory to the Convention.

These public documents only need to be certified in the form of an apostille by that country's authority, i.e. this is the only procedure required to authenticate a foreign document. However, if the documents are executed in a non-signatory country, they must be legalized by the Azerbaijani Embassy or a diplomatic representative office of any country representing the interests of Azerbaijan Republic in the home country of the head office.

Please consult Deloitte Legal before obtaining legalization or an apostille for the above documents.

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