

STEP-BY-STEP DESCRIPTION OF THE MANDATORY PROCEDURES FOR ESTABLISHING A COMPANY IN EL SALVADOR

-  Drafting and preparation of the company's articles of incorporation before a Salvadoran notary*.
-  Registration of the articles of incorporation, company registration, establishment or premises registration, and the initial balance sheet.
-  Unique taxpayer registration with the Ministry of Finance to obtain the Tax Identification Number (NIT) and Taxpayer Registration Number (NRC/IVA).
-  Employer registration with the Salvadoran Social Security Institute (ISSS).
-  Registration of the workplace and branches, if any, with the Ministry of Labor and Social Welfare.
-  Employer registration with the Pension Fund Administrators (AFP).
-  Registration of the company's internal labor regulations with the Ministry of Labor and Social Welfare**.
-  Registration of foreign capital with the National Investment Office (ONI) of the Ministry of Economy.
-  Solvency of company registration with the National Statistics and Census Office of the Central Reserve Bank (ONEC).
-  Company registration with the municipal government of the company's domicile and its establishments***.

NOTES:

* If opting for a simplified joint-stock company (S.A.S.), it is not necessary to appear before a notary, as the process can be done online using an electronic signature. All shareholders must have a NIT, including foreign shareholders.

**This step must be carried out in person at the relevant institution.

***If your company is located within San Salvador or Santa Ana, this procedure can be completed online.

Some of these procedures can be carried out jointly and in parallel through the website: web: <https://creaempresa.cnr.gob.sv>.