



Application for Business License (including Renewal)

Required Documents

1	Form - SERVE_F_1_13 Filled up
2	2 x Constitution and Articles of Association certified by the Ministry of Justice (Original and Copy)
3	2 x Documents issued by the Ministry of Justice - "Matrícula, Firma e Registo Comercial" (Original e cópia)
4	2 x Documents issued by the Ministry of Commerce, Industry and Environment - "Licença Comercial" (Original e cópia)
5	Document of Identification of shareholder(s) (1) (2)
6	TIN of the company and of shareholder(s) (3)
7	Updated "Certidão de Dívidas"
8	Company's main Office address (Map)
9	Power of Attorney (If applicable)

(1) If the shareholder(s) is a national company or legal entity, it must present the proof of business registration, updated Articles of Association.

(2) If the shareholder(s) is a **national company or legal entity**, it must present the proof of business registration, updated Articles of Association and the minute of the deliberation that decided for the establishment of the new company.

(2) If the shareholder(s) is a **foreign company or legal entity**, it must present the proof of existence in the foreign country, updated Articles of Association, and all documents must be authenticated by a Notary Public, legalized and translated into one of the official languages.

(3) In case the Shareholder(s) does not have a TIN number yet, SERVE will issue it together with the registration.