

**DECISION ABOUT FOUNDATION OF THE REPRESENTATIVE OFFICE OF FOREIGN PERSONS IN B&H**  
**(“Official Gazette of Bosnia and Herzegovina” No. 15/03-Excerpt)**

Through the making of the decision about foundation of representative office of foreign persons on the state level, the entities decisions being valid are suspended, what made the conditions that those problems can be arranged on the unique way.

Through the decision about foundation and work of the foreign person’s representative offices in B&H are regulated the conditions for the foundation and work of the representative offices in B&H (“Official Gazette of Bosnia and Herzegovina” No 15/03).

According to this decision the representative office is founded for the market research, doing of promotion and information jobs and for representing of foreign juristic person.

The representative office can not conclude an agreement in the name of founder, except the representative office of foreign air company, which can perform the sale of transportation documents according to the B&H concluded or joined international contracts and international conventions.

The Register of representative offices of foreign persons in B&H is managed by B&H Ministry of Trade and Economic Relation.

For the registering in Register, the foreign person has to hand the application form which comprises:

- Title and place of founder
- Place of representative office
- Basic data on the person, responsible for the work of representative office

With the application form are also submitted:

- Decision about establishing of representative office and decision about appointment of the person responsible for the work of the representative office
- Work program of the representative office in B&H
- Document about registration of the foreign person in the Register managing in the place of the company's registration or some other document about foundation, according to the regulations of the state where the founder has its place.

Ministry of Trade and Economic Relation of B&H is obliged to decide about application of registration in the Register within 10 days from the day of request submitting. With the registration in the Register, the representative office may begin doing its activities in B&H, based on the decision made by competent Ministry. The Ministry is obliged to deliver all date about registration, changes and end of the work of the representative office to the competent Ministries of the Entities and to the competent officials of Brcko District.

Through the decision is defined that the Ministry of Trade and Economic Relation passes the decision about wiping away of the representative office from Register, if the representative office:

- don't apply the regulations of B&H in its work, or of Brcko District or if it doesn't satisfy the conditions regulated by the Decision on foundation and work of the representative office of the foreign persons in B&H
- the foreign person stop to exist in the state where its place is or if the decision for closing the representative office is made
- within 50 days after registration about stopping of the work, the person responsible for the representatives doesn't name a new person and don't inform Ministry of Trade and Economic Relation B&H about it.

**This decision was published in “Official Gazette of B&H” and took effect on June 13, 2003.**