

RNE Checklist

Registering a Foreign Company in France



For a successful submission via
the Guichet Unique platform



CHECK ELIGIBILITY & STRUCTURE

- Is the activity allowed in France? (regulated sectors, etc.)
- Is the legal representative in France compliant? (valid residence permit if needed)
- Chosen structure : subsidiary, branch, or liaison office – are you sure?



GATHER THE REQUIRED DOCUMENTS

- Recent foreign company extract (-3 months), articles of association, French address proof ID or residence permit of the legal representative
- Beneficial ownership declaration, diplomas or authorizations if applicable
- Certified translations for documents in a foreign language



SUBMIT THE APPLICATION ONLINE

- Create an account on the Guichet Unique platform
- Select : "Registration of a foreign company – opening of an establishment"
- Carefully fill in all company and establishment info (watch out for APE code, etc.)
- Upload documents in PDF format (max 10 MB per file)



SIGN & PAY

- Electronic signature by the appropriate representative
- Online payment of registration fees (~€55)



TRACK & FINALIZE

- Monitor your dashboard for updates or rejections
- Respond promptly to any request for additional documents
- Download the Kbis extract or RNE certificate once registration is validated
- Archive all documents: receipts, access credentials, certificates



DON'T FORGET TO UPDATE THE RNE

- Complete missing info if requested (e.g., company phone number)
- This update may be mandatory before filing other changes

BEST PRACTICES

- ✓ Ensure consistency between foreign documents and form data
- ✓ Consider expert support (such as LegalVision) to secure your registration
- ✓ Stay informed with INPI updates (FAQ, 2025 regulatory changes, etc.)



Need help?

LegalVision supports you with :

- ✓ Securing RNE registrations for foreign companies
- ✓ Managing filings on the Guichet Unique
- ✓ Tracking regulatory developments for cross-border formalities



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