



# PROCEDURES FOR CREATING A BUSINESS IN FRANCE

## A- Apply for registration with the CFE



### What is the CFE?

The CFE, Centre de Formalités des Entreprises (Companies Formalities Centre), a public services mission, will guide your manager through all the official steps in your company's life including registration, modification of status, cessation of trading, ...

The CFE is a focal point for all the official bodies concerned with such formalities (cf. list hereunder).

### Organisations associated with the CFE

#### - Greffe du Tribunal de Commerce :

It delivers the K-Bis extract (official registration certificate).

- **DDTEFP** (Direction Départementale du Travail de l'Emploi et de la Formation Professionnelle) :  
Governmental Management of Labour, Employment and Professional Training in the Côtes d'Armor.

- **CRAM** (Caisse de retraite des salariés) :  
Retirement fund for employees.

- **MSA** (Mutualité Sociale Agricole) :  
Social security for activity related to agriculture.

- **INSEE** (Institut National de la Statistique et des Etudes Economiques) :  
National Institute of Statistics and Economics Sciences. It allocates SIREN, SIRET and NAF codes.

- **Centre des Impôts** :  
Tax authorities, fiscal status, tax statement.

- **URSSAF** (Union de Recouvrement des cotisations de Sécurité Sociales & d'Allocations Familiales):  
Social security and family aid for employees.

- **RSI** (Régime Social des Indépendants) :  
Social security for independents.



### Who is concerned?

In France, since certain activities are regulated (free-lance trades people, real-estate agents, driving schools...), you must check as to whether you satisfy the required conditions (diplomas, experience, ...) in order to carry out the activity you have chosen.

If your company is involved in a commercial, industrial or service activity, with its headquarters or branch office in the Côtes d'Armor, you must contact the CFE of the CCI (Chambre de Commerce et d'Industrie) des Côtes d'Armor.

Craft companies have to register with the [Chambre des Métiers](#).

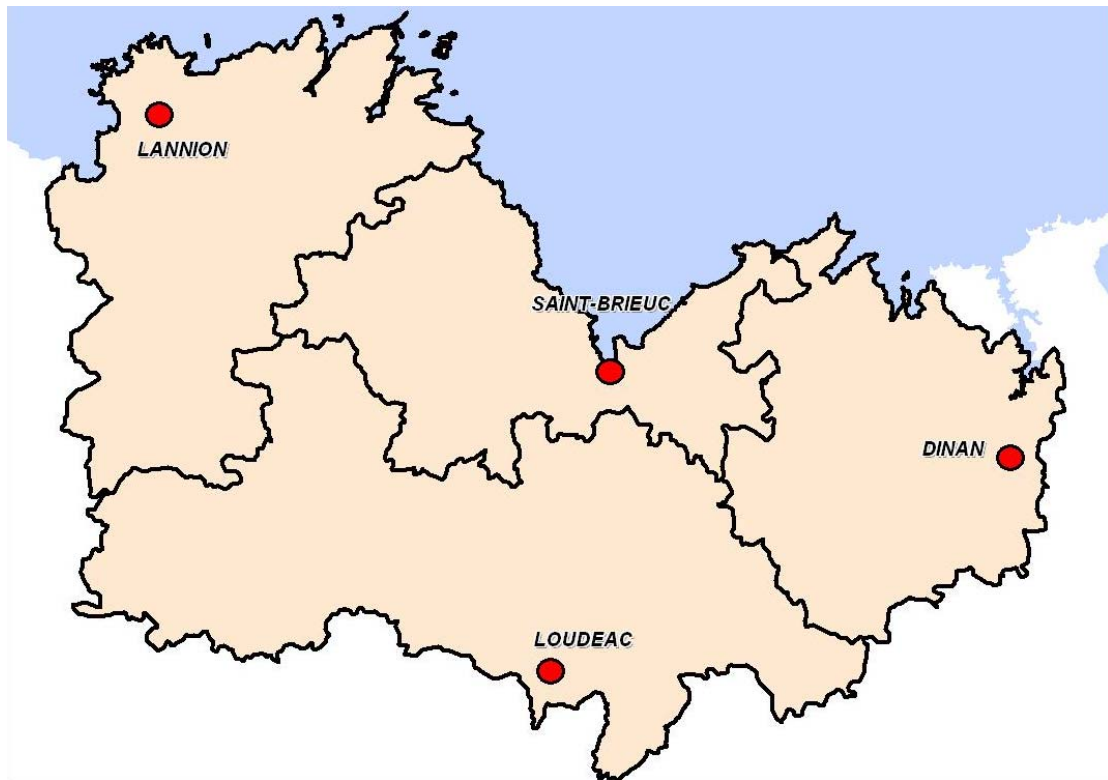


### What is the role of the CFE?

A CFE's counsellor will assist you prior to registration and help you in obtaining ACCRE aid (for those who are eligible).

The CFE is qualified to handle all the registration application forms related to your business.

## B- Contact



### **CCI 22 Saint-Brieuc**

Rue de Guernesey  
22000 St Brieuc

### **Marie-Madeleine GOUEDARD**

Ph : 02 96 78 62 23  
Fax : 02 96 78 62 10

[marie-madeleine.gouedard@cotesdarmor.cci.fr](mailto:marie-madeleine.gouedard@cotesdarmor.cci.fr)

### **Isabelle PRIGENT**

Ph : 02 96 78 62 22  
Fax : 02 96 78 62 10

[isabelle.prigent@cotesdarmor.cci.fr](mailto:isabelle.prigent@cotesdarmor.cci.fr)

### **CCI 22 Antenne Dinan**

6 rue du Nouetté  
ZI de Dinan  
22100 Quévert

### **Arielle MARCOU**

Ph : 02 96 39 59 67  
Fxa : 02 96 39 59 30

[arielle.marcou@cotesdarmor.cci.fr](mailto:arielle.marcou@cotesdarmor.cci.fr)

### **CCI 22 Antenne Lannion**

Rue Blaise Pascal  
22300 Lannion

### **Delphine CHAudeau**

Ph : 02 96 48 22 31  
Fax : 02 96 48 76 24

[delphine.chauveau@cotesdarmor.cci.fr](mailto:delphine.chauveau@cotesdarmor.cci.fr)

### **CCI 22 Antenne Loudeac**

Résidence les Promenades  
Rue Bigrel  
22600 Loudeac

### **Geneviève MICHEL**

Ph : 02 96 28 67 62  
Fax : 02 96 28 60 69

[genevieve.michel@cotesdarmor.cci.fr](mailto:genevieve.michel@cotesdarmor.cci.fr)

## **FOR FURTHER DETAILS :**

Please check out this website: <http://www.apce.com>

In the English section, you will find all the information you need concerning :

- Market studies
- Legal structures
- Procedures
- Tax system
- Social security
- Assistance (networks for creators of new businesses)...

**Also, you can fill in your formalities and your ACCRE aid online at :**

<http://www.cfenet.cci.fr/>