FRADECO

CHECKLIST · FORMATION AND FIRST YEAR

The first year of a French subsidiary *from formation to the first accounts.*

An SAS is quick to set up. The obligations that follow are spread over the whole first financial year: tax, first employees, registers, annual accounts. This list puts them in the order in which they arise.

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AT A GLANCE

Three points that work differently

No minimum capital

The shareholders set the capital of an SAS freely, from 1 euro. Half of the cash contributions is paid in at formation, the rest within five years.

One portal for everything

Since 2023, formation, changes and the filing of annual accounts all go through the INPI's single online window ("guichet unique").

The parent as president

The foreign parent company can itself be president of the SAS. Its directors are then subject to the same conditions and liability as an individual president.

Two changes that affect the first year

VAT from 1 January 2027: the simplified annual scheme ("régime simplifié") ends. A business whose turnover did not exceed 1 million euros in the previous year files quarterly, otherwise monthly (article 38 of the 2025 Finance Act).

E-invoicing since 1 September 2026: every business established in France must be able to receive electronic invoices through an approved platform ("plateforme agréée"). Large and mid-sized companies (ETI) have had to issue them since that date; SMEs and micro-businesses must do so from 1 September 2027.

1 Formation

Until registration, usually a few weeks.

- [ ] **Articles of association and president**
  In an SAS, the articles govern almost everything: corporate bodies, decisions, deadlines. If the foreign parent is to be president, the articles say so expressly.
  Before the deposit
  art. L. 227-1 ff. Commercial Code

- [ ] **Deposit the capital**
  With a bank or a notary; deposits with the Caisse des dépôts are no longer possible. The depositary issues a certificate of deposit; the funds are released after registration.
  Before the application
  service-public F32333

- [ ] **Publish the formation notice**
  Before registration, in an authorised legal-notice newspaper (JAL) or an authorised online press service (SPEL).
  Before the application
  service-public F32886

- [ ] **Apply online**
  On formalites.entreprises.gouv.fr. The beneficial owners are declared at the same time: every individual holding more than 25 % of the voting rights or capital, failing which the legal representative. Changes are declared within 30 days.
  With the application
  art. L. 561-46 ff. Monetary and Financial Code

- [ ] **Kbis, SIREN, SIRET**
  The company receives a SIREN number, each establishment a SIRET. The trade register extract (“Kbis”) is sent by the court registry (greffe), not by the portal.
  After registration
  inpi.fr

2 Setting up tax

In the first weeks after registration.

- [ ] **Create the professional tax account**
  Corporate income tax, VAT and their payments are handled electronically in the “espace professionnel” on impots.gouv.fr.
  Straight away
  art. 1681 septies CGI

- [ ] **Check the EU VAT number**
  The business tax office (SIE) assigns the intra-EU VAT number automatically on registration.
  After registration
  service-public F23570

- [ ] **Initial CFE return**
  No business property tax (CFE) is due for the year of formation, and the base is halved the following year. Form 1447-C-SD must still reach the tax office by 31 December of the year of formation.
  By 31 December
  art. 1478 CGI

- [ ] **Corporate tax rate**
  Standard rate 25 %. The reduced 15 % rate on the first 42,500 euros of profit requires fully paid-up capital held at least 75 % by individuals. A subsidiary of a German GmbH usually does not qualify, unless the GmbH is itself at least 75 % held by individuals.
  Before the first accounts
  service-public F23575

- [ ] **VAT filing frequency**
  Until the end of 2026: monthly CA3 return or the simplified annual scheme. From 2027 only the CA3 remains: quarterly as long as turnover does not exceed 1 million euros in the previous year and 1.1 million euros in the current year, otherwise monthly.
  From 1 January 2027
  art. 38 LF 2025
  BOI-RES-TVA-000253

3 The first employees

From the first hire.

- [ ] **Pre-employment declaration (DPAE)**
  To the Urssaf, no earlier than eight days before and no later than the start of work. The first DPAE also opens the employer's contribution account.
  Before the first day
  art. R. 1221-1 ff. Labour Code

- [ ] **Occupational health and supplementary pension**
  Membership of an occupational health service and affiliation of employees to an Agirc-Arrco supplementary pension institution.
  From the first hire
  service-public F23107

- [ ] **Health cover and death benefit for executives**
  A collective supplementary health insurance plan is offered to all employees, at least 50 % paid by the employer. For executives ("cadres"), the employer also pays 1.50 % of salary up to the social security ceiling, primarily for death cover.
  From the first employee
  art. L. 911-7 CSS
  ANI of 17/11/2017, art. 1

- [ ] **Monthly social security return (DSN)**
  Every month, by the 15th of the following month, or the 5th with 50 employees or more.
  Monthly
  service-public F34059

- [ ] **Staff register and risk assessment**
  The staff register ("registre unique du personnel") and the written risk assessment ("document unique", DUERP) are compulsory from the first employee.
  From the first employee
  art. L. 1221-13 Labour Code

4 Throughout the year

What applies for the whole financial year.

- [ ] **Accounting under the PCG**
  The books follow the French chart of accounts ("plan comptable général"). They must be producible at any time as an accounting entries file (FEC), handed over at the first on-site visit in a tax audit.
  Ongoing
  art. L. 47 A LPF

- [ ] **Keep the corporate registers**
  Minute book of shareholder decisions and register of share transfers. Both may be kept electronically, with a reliable timestamp.
  Ongoing
  service-public F37373

- [ ] **No instalments in the first year**
  Corporate tax instalments (15 March, June, September and December) are not due during the first financial year.
  From the second year
  art. 1668 CGI

- [ ] **Retention**
  Accounting records ten years from the end of the financial year, tax records six years.
  Ongoing
  art. L. 123-22 C. com.
  art. L. 102 B LPF

5 The first annual accounts

After the first year-end.

- ☐ **Length of the first financial year**
  The first financial year may be longer than twelve months; for tax purposes it ends by 31 December of the year after formation at the latest.
  Set at formation — art. 209 I CGI

- ☐ **Tax return (“liasse fiscale”)**
  For a 31 December year-end, by the second working day after 1 May, with 15 extra days when filed online (for 2025: 20 May 2026). For another year-end, within three months. The corporate tax balance is due on 15 May.
  May of the following year — service-public F23575

- ☐ **Approve the accounts**
  The shareholders approve the accounts by a decision recorded in the minute book. In an SAS the deadline is set by the articles; six months after year-end is customary.
  Per the articles — art. L. 227-9 C. com.

- ☐ **File the accounts**
  Within one month of approval, two months if filed electronically, through the portal. A micro-business can keep the whole accounts confidential, a small business its income statement.
  1 to 2 months after approval — art. L. 232-21 ff. C. com.

- ☐ **Statutory auditor**
  Compulsory when the SAS exceeds two of three thresholds: 5 million euros balance sheet total, 10 million euros turnover, 50 employees. Special rules apply to group companies; check case by case.
  From the following year — service-public F31440

What FRADECO takes on

We prepare the application, see it through the single window to the Kbis and set up what runs from day one: accounting under the French chart of accounts, tax returns and payroll. We work in French, German and English. More: fradeco.fr/en/our-services/setting-up-in-france

A question about your situation?

We answer in French, German and English.
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