Bulgaria company registration checklist

Everything a non-resident needs to register an EOOD, OOD or DPK - what to gather, what gets notarised, what happens at the Commercial Register, and what falls due afterwards.

By Diana Konetsovska · Last updated: 8 November 2026

1. Decide before you gather anything

Getting these three wrong is what causes re-filing.

- [ ] **Company form chosen**
  EOOD for a single owner, OOD for two or more, DPK for a startup that needs share classes and an ESOP. See EOOD vs OOD.
- [ ] **Company name checked against the Commercial Register**
  Must be unique nationally. Written in Cyrillic, optionally with a Latin transliteration recorded alongside.
- [ ] **Registered address in Bulgaria arranged**
  Required for the filing and declared to the NRA. A virtual office in Sofia satisfies it from €249/year.
- [ ] **Scope of activity decided**
  Broad is fine. Regulated activities (finance, insurance, security) need a licence before you trade.

2. Documents to prepare

We draft the statutory ones bilingually, in Bulgarian and English. You sign.

- [ ] **Passport or national ID, certified copy**
  For every owner and every director.
- [ ] **Power of attorney, notarised**
  Authorises our representative to file on your behalf. We send the template.
- [ ] **Specimen signature declaration, notarised**
  Signed by the director before a notary.
- [ ] **Articles of association and founding resolution**
  Prepared by us; you sign them with the rest of the pack.
- [ ] **Proof of address**
  A utility bill or bank statement, translated if it is not in English or Bulgarian.
- [ ] **If the owner is a company: certificate of registration and beneficial-owner details**
  Current extract, plus who ultimately owns it.

3. Signing and notarising

This is the step that decides your timeline, and the one most people underestimate.

- [ ] **Consulate appointment booked**
  Any Bulgarian embassy or consulate will do - the nearest one, or another if you are travelling. Book as soon as we send you the documents; appointments are not always available at short notice.
- [ ] **Signed and notarised - at a Bulgarian embassy or consulate, or in Sofia**
  A Bulgarian consul's notarisation needs no apostille or legalisation, whichever country you sign in. In Sofia we accompany you to the notary and you can also obtain a Bulgarian qualified e-signature the same trip.
- [ ] **Certified Bulgarian translation of anything not already bilingual**
- [ ] **Scans of the notarised documents sent to us**
  No originals by courier.

4. Capital and filing

- [ ] **Share capital deposited**
  €1 minimum for an EOOD or OOD, into a capital-raising account at a Bulgarian bank.
- [ ] **Bank certificate of deposited capital obtained**
- [ ] **Application filed at the Commercial Register**
  Form A4 for an EOOD, A5 for an OOD, with the full document pack and proof of the registered address.
- [ ] **Registration confirmed and UIC issued**
  Normally 5-10 business days once the notarised pack is in. Next-business-day handling is available for a higher state fee.

5. After the company exists

- [ ] **Business bank account opened**
  Wise and Revolut accept Bulgarian companies online. For a traditional Bulgarian bank, see banking assistance.
- [ ] **Ultimate beneficial owner registered with BULSTAT**
  Required under the Measures Against Money Laundering Act.
- [ ] **VAT registration, if it applies to you**
  Mandatory above €51,130 of taxable turnover in a calendar year. Voluntary at any point before that - worth it if your customers are EU businesses with VAT numbers.
- [ ] **Accounting engaged**
  €170 a month, or twelve months for the price of eleven. See accounting services.
- [ ] **Qualified electronic signature obtained**
  Used for ongoing filings. Issued in Bulgaria.

6. Ongoing, every year

- [ ] **Annual corporate tax return filed**
  Required even if the company did not trade. A nil return is still a return.
- [ ] **Annual financial statements published**
  Micro-entities below €130,000 of turnover may file simplified accounts.
- [ ] **VAT returns filed, if registered**
- [ ] **Registered address kept live**
  An abandoned address is what triggers fines and forced VAT deregistration - not the arrangement itself.
- [ ] **Your own country's rules checked**
  Place of effective management and controlled-foreign-company rules apply wherever you are resident, regardless of where the seat is registered.

What this costs

To register a company in Bulgaria with us costs €300, and the Commercial Register takes 5-10 business days; expect 2-4 weeks from order to registered company, depending mostly on how soon you get a consulate appointment. A registered address is €249 a year or €39 a month, and accounting is €170 a month once you are trading. Work out your own total with the cost calculator.

Government filing fees, notary fees and bank charges are separate and always quoted before you pay. This checklist is general information, not legal or tax advice for your situation.