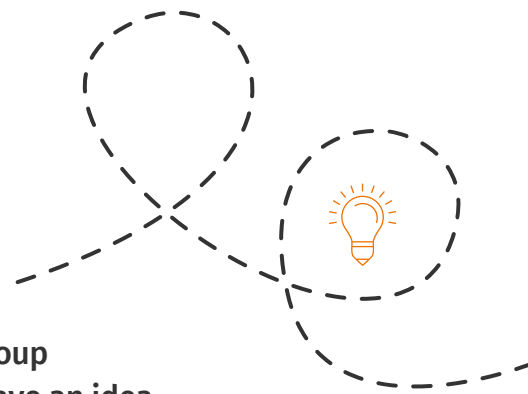


# How to set up an association registered with KRS



**First come  
an impulse,  
an idea, a need.**

They propel a group of people who have an idea for a public benefit activity.

✓ Foreign nationals with their registered address in Poland may create associations (they may be founding members).

✓ Foreign nationals without their registered address in Poland may join an associations they may not create it).

✓ Foreign nationals can be in the governing bodies.

## Note:

You need to submit all the documents and application forms in Polish.

## Step 1.

**Founders'  
meeting**

The founders (min. 7 people) gather to set up an association: they create and enact a charter, elect the governing bodies.

### Documents from the founders' meeting – appendices to the registration application:

- list of the founding members;
- minutes from the meeting;
- resolutions from the meeting (on creation of the association, charter enactment, election of the governing board and audit committee).

## Step 2.

**Application  
to register with KRS  
(National Court  
Register)**

### Application form

- Association not engaging in business activity: paper form or online
- + Association engaging in business activity: online

### Paper form (registered letter, in person application at the KRS)

Forms: KRS-W20, KRS-WK and appendices:

- documents from the founders' meeting (2 copies);
- correspondence delivery address statements from the governing board members - 1 copy per person (if the address is outside of the EU, please name a Polish agent).

## Online ([prs.ms.gov.pl](https://prs.ms.gov.pl))

KRS e-forms (application forms – association) and appendices:

- documents from the founders' meeting;
- correspondence delivery address statements from the governing board members - 1 copy per person (if the address is outside of the EU, please name a Polish agent).

Documents format:

- scans/photos (original documents in paper form must be sent to KRS within 3 days);
- or electronic documents signed with e-signature (e.g. by using free trusted profile "profil zaufany").

### Note:

Application to register must be signed by ALL governing board members (independently of the format).

## KRS registration cost

**0 PLN** Association not engaging in business activity

**600 PLN** Association engaging in business activity

## Czas rejestracji



It varies, on average 1-1.5 months



# Step 3.

After  
the registration  
with KRS

### Note:

You will receive KRS number together with REGON and NIP numbers. You won't have to apply for them separately.



## ✓ Centralny Rejestr Beneficjentów Rzeczywistych (Central Register of Beneficial Owners)

Report beneficial owners (governing board) at [crbr.podatki.gov.pl/adcrbr](https://crbr.podatki.gov.pl/adcrbr) within 7 days.

## ✓ Bank account

At the bank of your choice.

## ✓ Supplementary data\*

You can report it to the revenue office using NIP-8 form within 21 days.

\*This is new data, unknown during the registration with KRS, e.g. bank account number.

# Let's do it!

You can officially start your activities – you have a charter, KRS number, REGON, NIP, bank account. Now you need the energy and ideas.

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