

Creative Paths for Young Social Entrepreneurs

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How to create a company

Before you now us, is a not profitable association, your constitution can be done by traditional methods, or to resort to the “Associação na Hora”.

Traditional Methods

1. Elaborate the statutes

The statutes were already written and approved.

2. Social Objects

The association Before you Now us, does volunteering with the elderly as it's social objective.

3. Association's Name

The founders of the association chose as a name: Before you Now us, through the request of the Certificate of Admissibility personally at the “Registo Nacional de pessoas coletivas” (National registration of collective people).

The association's headquarters are located in Casa das Associações, Avenida Dr. Renato Araújo 441, 3700-214 São João da Madeira

4. Request of Citizen card

The association requested the collective person card that includes the CPIN – Collective Person Identification number being attributed to the number 123456789 and the social security identification number, 12345678912.

5. First meeting of General Assembly

The founders of the association should summon a meeting with the General assembly with the minimum precedency of 15 days. This first assembly can not make decisions without at least the presence of half of their members.

Decisions that were taken in the meeting have to be registered in a Actas Book.

6. Do a public deed

Having completed all previous steps, it's possible to do a public deed. For that, the founders should go to the local Notary where the headquarters of the association is located.

7. Delivering the Declaration of Beginning of Activity

Lastly, the association must deliver the declaration at the beginning of the activity, personally, in the financial breakdown, or through the internet, in the financial portal, as to regulate your situation regarding your tax obligations.

8. Designate an Official Accounting or choose one of the TOC's

“Associação na Hora”

The law nº 40/2007, on the 24th of August approved the special policy of immediate constitution of associations and updated the general policy of constitution predicted in the “Código Civil”.

In what concerns the Traditional Method, Associação na Hora presents as a faster procedure, as the way to obtain the admissibility certificate of denomination is optional and it is no longer required doing a public deed.

With the service of “Associação na Hora” it's possible to build an association faster through over-the counter services.

The process is simple:

- Choose one denomination, and one model of the statues already approved:
 - Choose one denomination from the pre- approved list of denominations or search for one in the list that is on the service desk on the “Associação na Hora”;
 - Choose one of the two pre-approved modals of status that are in the service local;

- Build an association in the service desk of “Casa das associações”.
- Name an accountant or choose one available from the TOC’s if the association adopts for organized accounting or delivers a declaration of beginning of activity in the service “Associação na Hora” or in the Finances service.

The service delivers to the association the Collective Person Identification and a certificate of the act of constitution and statutes, also proceeding to the electronic publication of the constitutive act and the association’s statutes, identical to the ones to the commercial society’s acts.