

Data sheet

for sole proprietorship

Surname, first name	
Address	
Street and number	
Postal code and city	
Phone number	
Fax number	
Email	
Business bank details	
Bank	
BIC	
IBAN	
Business specification	
If applicable, certificate of commercial register	yes no
Date founded	
Financial year	from till
Business tax office	
Business tax number	
VAT identification number	DE
Company registration number (Employment Agency)	
Direct debit authorization tax office	yes no
Small business VAT-method (§ 19 UStG – German VAT law)	yes no
Method of VAT-determination	Target-VAT Actual-VAT
Permanent extension of VAT-payment deadline	yes no
Method of determination the taxable income	Net income method Balancing
Employer's liability insurance association (Elia)	
Elia – membership number	
Elia – classification of business risk	

Personal data	
Date of birth	
Address	
Street and number	
Postal code and city	
Phone number	
Mobile number	
Email	
Marital status	
Passport identification number	
Social security number	
Religion	
Personal tax number	
Personal tax identification number	
Personal tax office	
Private bank details	
Bank	
BIC	
IBAN	
Spouse	
Date of marriage	
Surname, first name	
Date of birth	
Address	
Street and number	
Postal code and city	
Religion	
Profession	
Self-employed	yes no
Social security number	
Personal tax number	
Personal tax identification number	
Personal tax office	

Child (No. 1)	
Surname, first name	
Date of birth	
Child (No. 2)	
Surname, first name	
Date of birth	
Child (No. 3)	
Surname, first name	
Date of birth	