**OBRT – A crafts business**

**How to start your own business- A crafts business**

A crafts business is independent and permanent performance of permitted economic activities carried out by natural persons with the objective of generating profits by means of activities performed in the market in the field of production, traffic or services.

Why you should start your own business - a crafts business?  
If you are unemployed and you have an original idea, a good plan and you are willing to work, we will help you and explain to you how to establish your own business- .  
After all, it is the best to work for yourself!  
Here are some reasons why:  
- You decide what you'll do, and it will certainly not be something you do not like  
- You are your own boss  
- You choose who will work for you  
- A crafts business is the most common family business  
(Your household members can work for you)  
- Flexible working hours  
- Your success is in your own hands  
- You decide about your own wage  
- You make a decision when and how you will expand your business  
- You choose your own business partners   
- The cost of registering a crafts business are much lower than the registration of other forms of commercial companies.

Who can run a crafts business?

Any person who can fulfill general and special conditions in accordance with the provisions of the Crafts Act and related activities can run a crafts business as:

- MAIN OCCUPATION – if he/she is not permanently employed

- ADDITIONAL OCCUPATION - self-employed and permanently employed, and the person who has made a right to retire at the age of 65 or 40 years of service

- ADDITIONAL INTEREST - only by employees who will be permanently employed by the owner of a crafts business

- JOINT CRAFTS - two or more natural persons can jointly perform the crafts business with the obligation of signing the contract on joint performing crafts business.

Foreign citizens in addition to fulfilling other conditions should possess a work permit.

Steps in founding your own business - A CRAFTS BUSINESS

A method of opening a crafts business is initiated by submitting of a written request in the municipal service which is in charge of the craft, in whose territory will be headquarters of the crafts business.

All the necessary application documents are available in the Municipality and free of charge.

1. Submission of a Request

(Collecting the necessary documentation and payment of administrative fees)

More details on: (link)

1. 2. Granting approvals for performing a crafts business

Department of Economy

1. Production of seals
2. Obtaining the Notice of Classification according to classification of activities

(Federal Office of Statistics – Street Maršala Tita No. 62 – Building of the Eternal Flame)

[www.fzs.ba](http://www.fzs.ba)

1. Obtaining the Certificate of tax registration (ID number)

(Tax Administration of the Federation of Bosnia and Herzegovina - street Maršala Tita

No. 62 – Building of the Eternal Flame)

[www.pufbih.ba](http://www.pufbih.ba)

1. Opening the bank account in the bank
2. Tax Administration - branch office Novi Grad Sarajevo

Instructions about the methods of fulfilling obligations to the Fund

PIO / MIO and the Institute for Health Insurance and the method of

fulfilling tax obligations.

(Street Bulevar Meše Selimovića 97)

What after registration?

A craftsman is required to start the business no later than 30 days from the finality of the decision on approval of performing trades.

From the day when the decision becomes final, the craftsman’s rights and obligations are running in accordance with the regulations.

A crafts business is possible to suspend or close down.

DON’T UNDERESTIMATE A CRAFTS BUSINESS AS A TYPE OF BUSINESS

If you've heard that as a craftsman you do not have a good chance on the market, you should know that this is not true. There are polemics that clients will consider you as frivolous, but from experience it turned out that you will be asked by very few people how you registered.

The indicative costs for running your own business – a crafts business

The fee for registration of a trade (municipality) - 80 KM

Medical certificate (Hospital) - 50 KM

Certified copies of the required documents (municipality) - 23 KM

Certificate of good conduct (MIA) - 5 + 2 KM

Working and health card - 5 KM

Production of seals - 50KM

TOTAL: 215 KM

Registered as a craft, you are not in the VAT (PDV) system; so that customers are not invoiced VAT and it will significantly reduce the price of your product or service. It is possible to be in the VAT system if you consider that it is better for you because of tax returns that would be transferred to the end customer. It is important to emphasize that you will automatically enter the VAT system if you get more than 50,000.00 KM annually.

IN YOUR MUNICIPALITY NOVI GRAD SARAJEVO YOU CAN REGISTER YOUR OWN BUSINESS - A CRAFTS BUSINESS FOR ONLY 7 DAYS

(UP TO 30 DAYS)

Municipality Novi Grad Sarajevo provides the best credit resources for business subjects which are registered or which have a business unit within the territory of the Municipality.

CONTACT

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