

Action Plan - Open a Company in Malta

Free checklist for foreign entrepreneurs (2025)

- ☐ Choose your structure: Ltd / Branch / PE / Fiscal Unit / LP
- ☐ Confirm the current requirements on share capital, fees, and naming rules with our experts - the consultation is free
- ☐ Prepare the Memorandum & Articles of Association (M&A) or a partnership agreement; for a branch, compile the foreign company's document pack
- ☐ Appoint director(s) and a company secretary; set the registered address. 1st Step provides local director, company secretary, and registered address services
- ☐ Ensure capital is paid in (where applicable) and arrange to open an account with a bank/EMI. We can help via our established network of partner banks
- ☐ File the documents and obtain the company registration number along with corporate documents
- ☐ Register with the Tax Authority and obtain VAT and EORI (if needed). The 1st Step team can handle this as well
- ☐ Build substance (office, hiring, management from Malta)
- ☐ Set up bookkeeping / audit / payroll processes with our specialists
- ☐ Our accountants will set up a compliance calendar for your annual reporting, financial statements, and tax/VAT filings

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