

Accounting  
Audit  
Public Sector Advisory  
Tax & Legal  
IT Solutions



**Focus on your core  
business!**

**OBT offers an extensive range  
of back-office services for your  
Swiss branch**



# The services we offer to foreign companies

Focus on your **CORE BUSINESS!**

## Securing legal domicile

- Securing legal domicile for international subsidiaries
  - ▼ Domicile possible in most German-speaking Swiss cantons
  - ▼ Temporary or more long-term domicile

## Payroll administration

- Regular salary payments, expense reimbursements
- Salary and social securities statements, dealings with social insurers
- Preparing the various year-end evaluations and forms
- Point of call for specific questions on employment and social insurance law

## Accounting and closings

- General ledger administration; accounts receivable and payable
  - ▼ Preparing client invoices, debt management
  - ▼ Paying suppliers, cash management
- Dealings with suppliers, clients and authorities
- Regular reporting
- Preparing annual financial statements in accordance with Swiss law, Swiss GAAP FER and IFRS



# The services we offer to foreign companies

Focus on your **CORE BUSINESS!**

## VAT and direct taxes

- VAT returns
- Withholding tax for employees
- Tax declarations for individuals and legal entities

## Assumption of all administrative processes

- Assumption of all administrative processes either on a temporary or more long-term basis
- Covering all functions from assistant to CFO

## Auditing

- Auditing in accordance with Swiss law: full and limited audits
- Auditing in accordance with Swiss GAAP FER and IFRS accounting standards

- Implementation of an internal control system (ICS)
- Company valuations / due diligence and expert reports

## Additional services: rental of office and meeting space

- Temporary rental of office space (fully furnished and equipped)
- Rental of meeting space for 2 to 25 people



# The services we offer to foreign companies

In touch with our **clients**:

Our qualified team offers knowledge and experience in both Swiss and international accounting standards as well as a profound understanding of the needs of international companies.

We look forward to hearing from you.



**Felix Tenger**  
Accounting & Consulting  
CH-8005 Zurich und CH-8201 Schaffhausen

Contact me on tel. +41 44 278 45 21  
e-mail [felix.tenger@obt.ch](mailto:felix.tenger@obt.ch)



**Thomas Koller**  
Accounting & Consulting  
Partner, CH-8005 Zurich

Contact me on tel. +41 44 278 45 23  
e-mail [thomas.koller@obt.ch](mailto:thomas.koller@obt.ch)



**Marcel Holenstein**  
Accounting & Consulting  
Partner, CH-9435 Heerbrugg

Contact me on tel. +41 71 727 11 82  
e-mail [marcel.holenstein@obt.ch](mailto:marcel.holenstein@obt.ch)



**Fabian Petrus**  
Tax & Legal  
Partner, CH-8005 Zürich

Contact me on tel. +41 44 278 45 46  
e-mail [fabian.petrus@obt.ch](mailto:fabian.petrus@obt.ch)