

# Your Journey to Spain - First Investor Checklist

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## Investor persona selector

- EU / EEA / Swiss relocating to Spain
- Non-EU founder or entrepreneur relocating to Spain
- Non-EU investor not relocating
- Property buyer
- Company formation / acquisition
- Regulated, strategic, fintech, crypto, financial, energy, food, waste, pharma, or critical-sector activity

## Decision tree

1. Nationality block: EU / EEA / Swiss or non-EU.
2. Objective: investing only, relocating, operating a company, buying property, acquiring a target, or regulated-sector activity.
3. Residence need: residence registration or immigration route, or no Spanish residence required.
4. Transaction readiness: NIE, tax, bank onboarding, KYC, due diligence, notary, registry, and funds flow.
5. Operating readiness: company, VAT, Social Security, licences, employment, payroll, and sector approvals.

Legal snapshot: 13 May 2026. Use with official sources and professional advice for your facts.

# Document Pack, Company Setup, and Residence

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## Document pack checklist

- Passport / national ID copies
- Ownership chart and UBO information
- Proposed activity and investment description
- Target location and municipality
- Proof of resources, source of funds, and source of wealth where requested
- Sworn translations and apostilles/legalisation where required

## Company setup checklist

- Choose legal form and decide direct ownership, branch, new company, or acquisition vehicle
- Reserve company name
- Prepare articles/bylaws and director/shareholder details
- Coordinate notarial deed
- Obtain provisional NIF
- Register with the Mercantile Registry where required
- Obtain definitive NIF

## Residence / immigration checklist

- EU / EEA / Swiss: register within 3 months if residing in Spain for more than 3 months
- Non-EU entrepreneur: prepare project file and ENISA-linked review
- Confirm whether visa abroad or authorization in Spain applies
- Prepare insurance, resources, criminal-record evidence, and family implications where relevant
- Do not present Golden Visa as open for new applicants

# Tax, Banking/KYC, and Property Due Diligence

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## Tax registration checklist

- Confirm personal tax residence risk: days, center of interests, family and economic ties
- Identify non-resident tax obligations where no Spanish tax residence exists
- File census/tax registration through model 036 where applicable
- Check corporate tax, VAT regime, NIF-IVA, ROI, and VIES needs before invoicing
- Check wealth tax, solidarity tax, property taxes, and treaty position

## Banking / KYC checklist

- Personal identity file
- Company deed and NIF if incorporated
- UBO and ownership chain
- Activity narrative and expected funds flow
- Source-of-funds and source-of-wealth materials
- Notary, tax, payroll, vendor, and closing-payment plan

## Property due diligence checklist

- NIE and bank/KYC readiness
- Nota simple from the Property Registry
- Cadastral data and reference value
- Encumbrances, charges, occupancy, planning, and community checks
- Notary completion and post-closing registration/tax filings
- Model 211 3 percent withholding check if seller is non-resident

# Licences, Employment, Advisors, and Sign-Off

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## Licences and employment checklist

- Map competent authority: central, regional, or local
- Check municipal licence or responsible declaration before opening premises
- Check sector permits for regulated products or services
- Register employer and contribution account before first hire
- Register workers before work starts
- Analyse founder/director Social Security status before salaries or management fees

## Advisor/contact sheet

- Immigration lawyer
- Corporate / M&A lawyer
- Tax advisor
- Labour / payroll advisor
- Gestor administrativo
- Notary
- Property technical expert / surveyor
- Accountant or auditor where needed
- Banking / KYC coordinator
- Sworn translator where required

## Ready to launch sign-off

- Route confirmed
- Identity and tax path confirmed
- Residence path confirmed if relocating
- Bank/KYC file ready
- Due diligence complete before closing
- Licences and Social Security checked before go-live
- Official sources and advisor review completed