

# *Notary Services* at Charles Russell Speechlys in Switzerland

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## Notary Services

Through our representative office in Zug, we provide a number of notarial services to support both our corporate and private clients.

The office is located very close to the Zug train station, with plenty of good connections between Zurich and Geneva.

### 1. Attestation/Certification

- 1) **Certified copies of original documents.**
- 2) **Signature certification.** Remote certifications (*Fernbeglaubigungen*) are also possible. Please reach out to the notary in this regard first.
- 3) **Languages:** English, German, Spanish, Italian and French.

### 2. Public Deeds

- 1) **Corporate Public Deeds:**
  - a) Incorporation of a company limited by shares (AG/SA), a limited liability company (GmbH/Sàrl), a Foundation etc. in Switzerland. Dissolution of companies.
  - b) Other public deeds related to corporate matters, such as share capital increases, capital bands, changes to the articles of associations, relocation of the company, changes to share capital structure, etc.
  - c) Swiss Notarial acts required within national and cross-border M&A transactions.

- 2) **Public Deeds in Family or Inheritance Law or regarding estate planning:**

- a) Marriage and/or Inheritance Contracts.
- b) Last Wills.
- c) Advance Care Directives.

- 3) **Other Public Deeds:**

- a) Contract of Surety (Bürgschaft/Cautionnement).
- b) Enforceable Public Deeds pursuant to Art. 347 et seq. ZPO/CPC.
- c) Powers of Attorney for use in Switzerland and foreign jurisdictions.

- 4) **Taking Declarations, Affidavits and Acknowledgment for use in foreign jurisdictions**

- 5) **Languages**

English, German, Spanish, Italian (and French).

### 3. Apostilles Service

The notary can arrange apostilles / supplementary certifications through the State Chancellery of the Canton of Zug (300 metres from our Zug office) or any other Canton in Switzerland.

## Your Key Contacts



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