

LET'S MEET IN
WRO

WROCLAW
ENTREPRENEUR'S
GUIDE



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WRO | **WROCŁAW
ENTREPRENEUR'S
GUIDE**

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Dear Sirs,

this year, we will celebrate 30 years of Polish self-government. Today, we live in an open, modern and vigorous city. Dynamic, thanks to the energy of the young people, and wise, thanks to the experience of seniors, Wrocław is still developing. My priority is to create a city for its residents; I want to provide the residents of Wrocław with a healthy, safe and friendly home, where everyone, regardless of their age, will find a convenient place for themselves and their families, for their passions and dreams.

I would like Wrocław to develop in a sustainable way, ensuring a high quality of life for its residents, remaining a city of tolerance, creativity and a knowledge-based economy. This is the most effective way to build the city's wealth. The prosperity of Wrocław will be built by supporting the development of the local business and the creative industry, strengthening the awareness and culture of entrepreneurship as well as by stimulating business cooperation with science and administration areas.

Today, I am giving you a guide, which will help you navigate through a multitude of institutions and organizations that aim to support entrepreneurship. This is a convenience in everyday care for the development of your own business, which is also often a way of life and the pursuit of passion. I am handing over this publication for the already active entrepreneurs, people planning to take care of their own businesses, students, youth and seniors with the hope of helping them realize their plan or to inspire new ideas.

Wrocław takes care and will continue to take care of entrepreneurship, including the social business; I am certain that everyone will find something for themselves here.

Jacek Sutryk

President of Wrocław

Jacek Sutryk



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Chapter I. How to start your own company

1. From the idea to implementation

START



2

The next step is to register your company online or personally in the City Hall. Select the option that best suits you.

REGISTRATION



If you need a concession or a permit, you should go to the competent institution (e.g. City Hall) to settle all formalities.

2a



Examples of permits and licences:



 Go to www.firma.gov.pl



Fill in your CEIDG entry form, which is at the same time application to GUS, ZUS/KRUS and Tax Office and sign it using ePUAP

or



Print the form from the website, fill it in and submit personally to the Wrocław City Hall

The completed form is automatically transferred to

What is the ePUAP trusted profile?

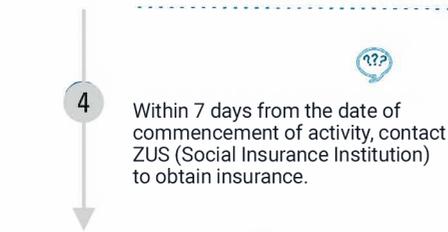
It is a tool facilitating electronic contact with offices.

See more at:
www.epuap.gov.pl

see next page 



Depending on the type of your activity, you should visit the Tax Office



CIVIL LAW PARTNERSHIP FISCAL CASH REGISTER

You need a NIP number. You need to register it.

VAT TAXPAYER

You need to submit your application.

ZUS ZPA

For civil law partnerships.

ZUS ZUA

If the economic activity is your only source of income

ZUS ZZA

If you are only subject to health insurance





2. REGISTRATION OF A SOLE PROPRIETORSHIP

STEP 1: START

Prior to starting registration, prepare **your personal details, company name, address, start date, manner and place of taxation** and PKD classification code corresponding to the type of conducted activity (according to the Polish Classification of Activities).

STEP 2: REGISTRATION



Visit company.gov.pl and - according to the instruction given therein - fill out the CEIDG (Central Registration and Information on Business) entry form, which is also a registration form to the Statistics Poland, ZUS/KRUS (Social Insurance Institution/ Farmers' Social Security Fund) and Tax Office (US). It is enough to sign the form using the ePUAP trusted profile.

You can also print the application form CEIDG-1 from the Internet, fill it in and bring it to the City Hall of Wrocław. You can personally register your company in Resident Service Centers (COM I and COM II) at ul. G. Zapolskiej 4 (room S4, stands 1-5) and pl. Nowy Targ 1-8 (room 20, stands 1-6) from Monday to Friday from 8 a.m. to 5 p.m. You must have a valid ID card or a valid passport with you.



Based on the submitted application, the ENTRY is published at: www.firma.gov.pl or www.ceidg.gov.pl (the portal is supervised by Ministry of Entrepreneurship and Technology), which is the only document confirming running a business in Poland. It is in the entrepreneur's interest to ensure that it contains current data. The entry can be printed at any time.

NOTICE! Some types of activity (for example, selling alcohol, running a currency exchange or a detective agency) require obtaining concessions or permits. You must apply for it before starting the company. Part of permits and licenses (including those connected with the sale of alcoholic beverages, taxis, forwarding of things, entry into the register of hotel facilities and camping sites) can be obtained from the City Hall of Wrocław (see pages 20-28).



More information:: www.wroclaw.pl/biznes/licencje-koncesje-zwolnienia

STEP 3: TAX OFFICE AND STATISTICS POLAND

Your application is automatically sent to the Statistics Poland, ZUS/ KRUS and the Tax Office, which means that you no longer have to report your business to these institutions. **NIP** and **REGON** numbers are granted and verified automatically within 7 days from the date of submitting the application (if you already have a NIP and REGON number, please enter it on the application form the numbers will not change).

It is also necessary to pay an additional visit to the Tax Office for the purpose of:

- registration of a cash register
- VAT registration (VAT-R form)
- submitting PIT-16 **declaration** (in cases of choosing a tax card)

An entrepreneur who has an electronic signature verified by a qualified certificate and a trusted ePUAP profile can do this via the Internet.

IMPORTANT ADDRESSES:

INSTITUTION	ADDRESSES	CONTACT
I Tax Office in Wrocław	ul. ks. Czesława Klimasa 34	phone no. 71 795 05 00
Tax Office Wrocław Śródmieście	ul. J. Piłsudskiego 27-29	phone no. 71 371 41 70
Tax Office Wrocław Stare Miasto	ul. Inowrocławska 4	phone no. 71 786 67 00
Tax Office Wrocław Psie Pole	ul. Trzebnicka 33	phone no. 71 326 52 00
Tax Office Wrocław Krzyki	ul. Sztabowa 100	phone no. 71 798 52 01
Tax Office Wrocław Fabryczna	ul. A. Ostrowskiego 5	phone no. 71 797 73 00

Further information:

Revenue Administration Regional Office in Wrocław
ul. Powstańców Śląskich 24, 26, phone 71 365 24 00

e-mail: ias.wroclaw@mf.gov.pl

www.dolnoslaskie.kas.gov.pl/web/bip-0201/izba-administracji-skarbowej-we-wroclawiu



National Revenue Administration

Information on taxes or duties:

22 330 03 30 (when using mobile phones)

801 055 055 (when using landlines)

service from Monday to Friday between 8 a.m. and 6 p.m.

STEP 4: VISIT TO ZUS (SOCIAL INSURANCE INSTITUTION)

Within 7 days from the start of business activity, report to ZUS. Admittedly, submitting the CEIDG-1 application is treated as the payer's application (based on the data from the CEIDG, the ZUS prepares for you the documents necessary to register the account of the contribution payer in the ZUS). The entrepreneur must, however, independently apply for insurance on the appropriate form:

- ZUS ZUA - if your business activity is your only source of income and you are subject to both social and health insurance,
- ZUS ZZA - if you are only covered by health insurance, because, for example, you have a full-time employment contract and do not want to be subject to voluntary social insurance

IMPORTANT ADDRESSES:

Wrocław Branch of ZUS, ul. B. Pretficza 11,
ZUS City Inspectorate I, ul. W. Reymonta 4/6,
ZUS City Inspectorate II, ul. Litomska 36,
telephone contact: 22 560 16 00

STEP 5: SANITARY AND EPIDEMIOLOGICAL STATION, NATIONAL LABOUR INSPECTORATE, OTHER FORMALITIES

a) It is worth to **have a stamp made** - including the company's name (and the name of the entrepreneur), contact and contact details, REGON and NIP. It costs about PLN 50 and is useful in offices.

b) In bank, the company account needs to be set up. You need an ID card, an entry in the business register (it can be printed from the CEIDG system), it is also worth having a stamp. In the case of a civil law partnership, having an agreement is necessary. The tax office and ZUS should be informed about the account number by updating data in the CEIDG system

In case of doubt, it is worth calling **CEIDG helpline: 801 055 088** and **22 765 6732** or using the help of Virtual Officer via the Help Center Office 24h on websites <https://prod.ceidg.gov.pl>

IMPORTANT: In the case of employing employees **within 30 days**, from the commencement of business activity, **National Labor Inspectorate (PIP)** and **Sanitary and Epidemiological Station** should be notified in writing about the place, type and scope of activities. **Registration is free of charge**. Templates of the forms can be found on the institutions' websites.

IMPORTANT ADDRESSES:

National Labor Inspectorate in Wrocław
ul. Zielonego Dębu 22
Phone no. 71 371 04 30

kancelaria@wroclaw.pip.gov.pl
<https://wroclaw.pip.gov.pl/pl>

Provincial Sanitary and Epidemiological Station in Wrocław
ul. M. Skłodowskiej-Curie 73/77
Phone no. 71 328 30 41 (do 49), fax 71 328 35 92
<http://www.wsse.wroc.pl>

What is the trusted ePUAP profile

A trusted ePUAP profile is a tool that facilitates electronic contacts with offices. Obtaining a trusted ePUAP profile requires you to log in and complete the application on the platform of www.epuap.gov.pl. Then you have to visit the point confirming the profile in the Wrocław City Hall:

- Taxpayer Service Center ul. Kotlarska 41
- Resident Service Center I ul. G. Zapolska 4
- Resident Service Center II pl. Nowy Targ 1-8

A trusted profile is used to signing, among others documents in the Electronic Platform of Public Administration Services, where the identity is checked

(you must show your ID card or passport). The latter stage may be omitted by people who have a secure electronic signature verified by a qualified certificate.

The Trusted profile period should be extended once every 3 years.

3. REGISTRATION OF THE CIVIL LAW PARTNERSHIP

STEP 1: START

A civil law partnership is not a "company" within the meaning of commercial law - in relation to contractors and clients it does not have the legal personality, which means that only partners of the company are subject to all rights and obligations. They may be natural persons, legal persons (companies) or a combination of these two groups. Since the company does not qualify as an entrepreneur, it cannot be registered as a company in CEIDG or in the National Court Register. Nevertheless, the status of an entrepreneur must be owned by all partners in a civil partnership.

IMPORTANT: No capital is required to set up a civil law partnership. A civil law partnership can be transformed into any commercial law company.

STEP 2: REGISTRATION

A civil law partnership is not itself registered in CEIDG or in the National Court Register. Partners are subject to registration. If they are natural persons who are not yet entrepreneurs, they must register in the CEIDG, completing separate applications for entry on the CEIDG-1 form (see: Step 2, page 6). Each partner is required to obtain an entry prior to commencing the business within the partnership.

STEP 3: CONCLUSION OF THE PARTNERSHIP AGREEMENT

After submitting sole proprietorships in CEIDG, shareholders should conclude a civil law partnership agreement in writing. Conclusion does not require the participation of a notary public.

STEP 4: STATISTICS POLAND AND TAX OFFICE

Since a civil law partnership is subject to separate registration, it is granted REGON and NIP numbers, in addition to those granted by partners.

After concluding the **agreement**, it is **necessary to visit the Statistics Poland** in order to obtain **REGON number**. The application to the Statistics Poland is made on the **RG-OP** form in the statistical office competent for the company's registered office. The application is free of charge.

IMPORTANT ADDRESSES:

Statistical Office in Wrocław,
ul. Oławska 31,
Phone no. 71 371 63 12, 71 371 63 06
(information on REGON)
<http://wroclaw.stat.gov.pl>



It is also necessary to pay an additional visit to the Tax Office for the purpose of:

- **obtaining the tax identification number of the company** (identification application on NIP-2 forms (free of charge).
- **filing the declaration and paying tax on civil law transactions (PCC)** in the tax office competent for the registered office of the partnership.

The declaration shall be made on PCC-3, PCC-3A form within **14 days from the date of conclusion of the partnership agreement**.

The tax rate is 0.5%. The taxable amount is the value of contributions contributed to the company's assets.

- **VAT registration (VAT-R form)**. The VAT taxpayer (as opposed to income tax) is a company, not its partners.

STEP 5: UPDATE IN CEIDG

After obtaining NIP and REGON numbers of a civil law partnership, its partners, who are natural persons, should update entries in CEIDG - add them to NIP and REGON of the company **within 7 days** after receiving these numbers. The CEIDG-1 application is used for this purpose.

STEP 6: VISIT TO ZUS

If the company will employ employees or contractors, within **7 calendar days** from the date of employment of the first employee (or starting business - this concerns partners), it must be reported as a social security contribution payer (ZUS ZPA form). When registering, we provide company identification data: NIP, REGON, abbreviated name of the company. See also: Step 4, page 7

STEP 7: SANITARY AND EPIDEMIOLOGICAL STATION, NATIONAL LABOUR INSPECTORATE, OTHER FORMALITIES - see p. 8



MORE ABOUT THE CIVIL COMPANY:

<https://www.biznes.gov.pl/pl/firma/zakladanie-firmy/chce-zalozyc-spolke-cywilna/spolka-cywilna-podstawowe-informacje>



4. REGISTRATION OF A COMMERCIAL LAW COMPANY

STEP 1: START

Commercial law companies are divided into:

- partnership (registered partnership, professional partnership, limited partnership, limited joint-stock partnership)
- corporation (limited liability, joint stock)

They are registered in the National Court Register **traditionally or electronically**. However, you have to prepare for registration - establish a group of accomplices, made contributions, reach an agreement as to their value, and determine the company's shape. Remember that the choice of the company's legal form is influenced, among others, the principles of recording income and paying income tax.

STEP 2: CONCLUSION OF THE COMPANY AGREEMENT

Before you go to the National Court Register to register your business, you must enter into a written agreement. Some agreements (e.g. limited partnerships, joint-stock partnerships, limited liability companies) must be in the form of a notarial deed and should specify:

- name and a registered office of the company
- subject of activity (compliant with PKD)
- amount of share capital (limited liability company, PLN 5000, joint stock - PLN 100000)
- whether a partner can have more than one share
- the number and face value of shares taken up by individual shareholders (the face value of the share cannot be lower than PLN 50)
- duration of a limited liability company, if it is indicated

The document of the company's agreement must be signed by all partners. The costs of signing an agreement using the service of a notary public depend on the amount of the share capital.

STEP 3: REGISTRATION IN THE COURT

The next step is **registration of the company in the registration court**, competent for the registered office of the company. Companies operating in Wrocław and municipalities in the area of jurisdiction of the District Court in Wrocław are registered in the District Court for Wrocław Fabryczna:

VI Commercial Department of the National Court Register

Wrocław, ul. Poznańska 16,
secretariat room 100 (1st floor),
Phone no. 71 74 89 215

e-mail: vigospodarczy@wroclaw-fabryczna.sr.gov.pl

Customer Service Office, room no. 3, phone no. 71 74 89 200

NOTICE! Partnerships are established only upon entry into the National Court Register. (Capital) companies are established at the time of the company's agreement and may immediately operate (acquire rights, including property ownership, incur liabilities, may sue and may be sued) as so-called companies in the organization.

The deadline for submitting a capital company to the National Court Register is 6 months from the date of the company's agreement (limited liability company) or from the date of the company's statute (a joint-stock company).

Application for entry into the National Court Register can be submitted in person, sent by post or via registration on the website <https://ekrs.ms.gov.pl> (see: registration of the company via the Internet). Entry of a commercial law company to the National Court Register is based on the application. The application for entry should be submitted on the official form:

- KRS-W1 (registered partnership, professional partnership, limited partnership)
- KRS-W2 (limited joint-stock partnership).
- KRS-W3 (limited liability company),
- KRS-W4 (joint-stock company),

To apply for entry in the National Court Register, the following documents (originals or officially certified copies or excerpts) are necessary:

- agreement (statute or act of incorporation of a sole-shareholder company); when the contract is drawn up in the form of a notarial deed, an extract from that act is attached, a document on appointing members of the company's management board (applies to a limited liability company, joint stock company and professional partnership, if it has a management board) or other bodies and - on a separate sheet - surnames, names and addresses of
- management board members, document regarding consent to appointment, list of partners (partners, general partners, limited partners) with their addresses (addresses for deliveries), or list of partners of a limited liability company, on a separate sheet,
- list of addresses of board members of a limited liability company statement of the management board on the capital injection (joint-stock companies, limited liability companies, joint-stock companies)
- surname, first name or company name and registered office and address of the sole shareholder (shareholder) - in the case of a sole-share limited liability company or joint-stock company, on a separate sheet,
- the original document confirming the right to the premises or real properties, in which it has its registered office.



The court fee from the entry into the National Court Register is PLN 500, it is necessary to pay PLN 100 for an advertisement in the MSiG (Court and Commercial Gazette).

Entry in the National Court Register is based on the court's decision within 7 days from the date of submitting the application. Immediately after its release, the data contained therein are entered into the National Court Register's IT system. After making an entry in the National Court Register, the data included in the entry is **transmitted electronically** to the Central Register of Entities - the National Register of Taxpayers (CRP KEP) and the REGON register. In principle, an entry in the National Court Register will result in granting NIP and REGON numbers, as a rule, on the same day.

STEP 4: GRANTING NIP and REGON NUMBERS

NIP and REGON numbers are assigned to commercial companies **automatically**, electronically, directly after posting in the CRP KEP and REGON register data provided from the National Court Register. Then NIP and REGON numbers of the company are electronically transferred from the official registers of the Tax Office and the Statistics Poland to the National Court Register and entered into it. It can take up to 3 days. The company should receive a certificate of entry of the NIP/REGON number into the National Court Register. This entry is free of charge and is not subject to the announcement in MSiG (Court and Commercial Gazette).

STEP 5: STAMP AND BANK ACCOUNT

Having the National Court Register, NIP and REGON numbers, the shareholders, board members can take care of a company stamp. Using it makes it easier to handle some formalities.

In order to gain full business capacity, it is necessary to open **bank account** of the company (an act of establishing the company, a copy of the National Court Register and a REGON certificate will be required). Having a bank account is necessary when dealing with contractors and tax authorities. It is useful when making cash deposits.

NOTICE! One of the most important stages of setting up a company of a commercial law is **providing accounting service**. Shareholders (management board) may decide to use the help of an accountant (accounting office) and appoint some.

STEP 6: TAX OFFICE AND SOCIAL INSURANCE INSTITUTION

The company's data entered in the National Court Register is its basic data. They are transmitted to the CRP KEP and the REGON register. On the other hand, the Central Register of ZUS Premium Payers will obtain them through CRP KEP. In addition to data from the National Court Register, revenue agencies, the Central Statistical Office and the Social Security Office collect also supplementary data which the company is obliged to inform them. Therefore, after the registration of the company, one should go to the competent Tax Office and submit the form



NIP-8 to the Head of the Tax Office with supplementary data, which were not subject to entry into the National Court Register. The head of the Tax Office is obliged to transfer these data to the competent authorities (statistical office and Social Insurance Institution - ZUS). The deadline for submitting NIP-8 is 21 days from the day of entry into the National Court Register. However, if an entrepreneur intends to pay social security contributions, then the period equals 7 days from the date of the company's entry into the National Court Register. If the company is a VAT payer, it must be registered at the Tax Office as a VAT payer (form VAT-R) at least 7 days before the first VAT transaction. Application is free of charge. Confirmation of registration costs PLN 170 and is issued at the request of the taxpayer. The Tax Office requires also completing information on the selection of tax form, accounting office or resignation from VAT exemption. A commercial company must settle the PCC (tax on civil law transactions). The declaration (PCC-3) should be submitted to the Tax Office (US) and the tax should be calculated and paid within 14 days from the date of the company's agreement. If the contract was concluded in the form of a notarial deed, the formalities related to the PCC settlement are arranged by a notary public.

The registration of the company via the Internet is performed in a simplified way in the S-24 system, made available by the Ministry of Justice on the website www.ekrs.ms.gov.pl. Due to the introduction of full integration of the the National Court Register's ICT system with CRP-KEP, it is possible to register on the basis of the so-called "One window". When registering online, certain requirements have been abolished, among others:

the requirement to submit separate applications to the Statistical Office (for entry or change of the REGON register entry), the requirement to submit to the Social Insurance Institution of the contribution payer or change, the requirement to notify or update the Tax Office (US). The obligation to provide additional copy of the company agreement and document confirming the right to use the premises or real estate was abolished. Any changes made to the National Court Register are automatically entered into the CRP-KEP. Both Polish citizens and foreigners can use the eKRS system, but the forms are filled out in Polish language. We encourage you to use the S24 system support center, which can be helpful in the company registration process. Contact details: phone number: (71) 748 96 00 or email: krs@ms.gov.pl. It is also worth to familiarise oneself with the "User's documentation" before starting the electronic entry.

Important information when registering a company online:

- the conclusion of the company's agreement is based on the designs and models available in the system does not require the notarial act,
- contribution of share capital, i.e. min. PLN 5,000, is possible only in cash, up to 7 days from the company's entry into the register,
- entry into the National Court Register takes place within 1 day from the date of receipt of the application,
- the court fee for entry in the National Court Register is PLN 250 and the fee for the first entry to the National Court Register in Monitor Sądowy (Court and Commercial Gazette) is PLN 100,
- the application for entry into the National Court Register should be accompanied by relevant documents electronically and be given with qualified electronic signature or with the use of the Trusted Profile signature,

- each of the persons signing the application (each of the partners) must have an active account in the Ems system,
- before signing the application, you can finally verify the content and make corrections,
- if a new entity is registered or shareholders or partners change, it is necessary to submit a statement which includes information on whether the applicant (company) is a foreigner (the system does not have a template for this statement),
- **statement on the full payment of cash contributions** by all members shall be attached to the company's application or within 7 days of the entry in the register a declaration to the National Court Register shall be made (subject to a fee of PLN 40),
- **PCC-3 declaration** (tax on civil law transactions) should be submitted within 14 days from the day the company was concluded (online or during a visit to the Tax Office),
- identification application for supplementary data **NIP-8** should be submitted within 21 days from the date of entry into the National Court Register or within 7 days, if the entrepreneur intends to pay social security contributions (applications can be sent to electronic office or during a visit to the Tax Office),
- application for registration as a VAT payer on the **VAT-R** form shall be submitted at least 7 days before the first VAT transaction (online or during a visit to the Tax Office).



It is also worth to follow the website of the Ministry of Justice on an ongoing basis www.gov.pl/sprawiedliwosc and www.ekrs.ms.gov.pl/s24, in connection with changes in the regulations in the Act on National Court Register, in particular in the context of procedures for persons using the S24 internet system.

5. ESTABLISHING SOCIAL COOPERATIVE

STEP 1: START

If you want to establish a social cooperative, you have to:

- **gather a group of people, who can establish social cooperative**,
The number of founders of social cooperative may not be lower
- than: **three** – if the founders are natural persons,
- **two** – in the case of legal persons (also NGO).

If the founders of a social cooperative are three natural persons, the cooperative is obligated to, within 12 months from the date of entering the social cooperative into the National Court Register, accept as members and employ at the cooperative at least two persons from the group of the so-called excluded persons.

Meaning persons referred to in Article 4 (1) of the Act on social cooperatives, namely unemployed persons, persons who are referred to in the act on social employment, the disabled, persons younger than 30 years and older than 50 years, without employment and holding the status of a person seeking employment, as well as custodians of the disabled, employment seekers and persons supported for independent living, namely leaving care centres, foster families, etc.

Social cooperative may not have less than 5 members (natural persons) or 2 (legal persons) and not more than 50 members.

- have an ideal for an economic activity.

Future of its members depends on accurate choice of profile of activities of the social cooperative. It is worth doing a prior research, what type of production will be the best for the area of activity of the cooperative, what services are the most sought after, e.g.: construction and renovation services, cleaning, woodworking, planting and maintenance of urban greenery, catering, or maybe manufacturing souvenirs.

STEP 2: ESTABLISHING THE STATUTE

Social cooperative is registers in the National Court Register. Before this, it is necessary to develop and adopt **statute of the cooperative** – a document determining objectives and principles of its functioning.

The statute must contain:

- name of the cooperative containing the term “Spółdzielnia Socjalna” (Social Cooperative) along with stating its seat;
- object of activity of the cooperative;
- duration, if it was established for a limited period of time;
- amount of a member enrolment fee and amount and number of stocks, which a member is obligated to declare;
- deadlines for contributing and refund as well as sanctions for not contributing the stock in time, if the statute envisages contribution of more than one stock, it may determine their top limit;
- rights and obligations of members;
- rules and procedure of accepting members, revoking membership, crossing out and exclusion of members;
- rules for convening general assemblies, discussions and adopting resolutions;
- rules and procedure of appointment and dismissal of members of cooperative
- bodies; rules for dividing a balance surplus (general income) and covering losses of the cooperative.

STEP 3: CONVENING THE GENERAL FOUNDING MEETING

After development of a statute it is necessary to convene a founding meeting, on which the cooperative will be established, the management board will be appointed and the statute will be adopted.

The following is necessary when submitting the registration application:

- attendance list with addresses of founding members and their signatures,
- minutes from founding meeting signed by the president and secretary,
- resolution on establishing a social cooperative,

- resolution on adoption of the statute,
- resolution on has been established appointment of authorities
 - management and supervisory board (if any) has been established,
- other necessary resolutions adopted on the founding meeting,
- uniform text of the statute signed by all members of the cooperative,
- statement confirming that each of the founders of the social cooperative is entitled to do so, namely is a member of one of the groups, which founding members may be recruited from.

STEP 4: REGISTRATION OF THE COOPERATIVE IN THE NATIONAL COURT REGISTER

Within 7 days from the founding meeting, the cooperative must be registered in court, and then it can actually start its activity. Entry to the National Court Register takes place on the basis of an application. Application for registration of a social cooperative is submitted on special forms along with attachments and the necessary documents. The forms are available at the NCR offices, and on the website <https://bip.ms.gov.pl/pl/formularze>



How to submit the application:

- traditionally – on a official form KRS-W5; place of submitting the application:
VI Commercial Division of the National Court Register
 Wrocław, ul. Poznańska 16,
 secretariat room 100 (I floor),
 phone no. 71 74 89 215
 e-mail: vigospodarczy@wroclaw-fabryczna.sr.gov.pl
 Customer Service Office, room 3, phone no. 71 74 89 200
- online – via Access Information Portal (Portal Dostępowo-Informacyjny, PDI).

The application should be accompanied by:

- KRS-WA form (branches, field organisation units),
- KRS-WH form (the manner of establishing the entity),
- KRS-WK form (bodies authorised for representation),
- KRS-WM form (object of activities),
- KRS-WL form (proxies, attorneys of the cooperative),
- documents confirming that every founding member is entitled to establish a social cooperative,
- statute of the cooperative with signatures of founders,
- resolution of the general meeting on adoption of the statute,
- attendance list with addresses of the founders,
- resolution of the general meeting on establishing the cooperative,
- minutes of the general founding meeting of the social cooperative + samples of signatures of persons authorised for representation.

The documents, on the basis of which the entry to the National Court Register is made, are submitted in **original or certified copies or extracts**.

At present, the court operates as “one window”, therefore aside from the documentation necessary for establishing and registration of the cooperative, it is necessary to prepare and attach forms for the tax office (NIP-2), notification and application for allocating REGON number (RG-1). In the case of the decision on employing founding members from the first day following registration of the cooperative, it is also necessary to attach a notification application for Social Insurance Institution (ZUS ZPA form), notification to the National Labour Inspection and to the National Cooperative Council seated in Warsaw

Social cooperatives are exempt from the charge for the NCR registration and for publishing the entry to the NCR in *Monitor Sądowy i Gospodarczy* (Court and Commercial Gazette).

NOTICE!

The document on entry to the NCR constitutes the basic information on the social cooperative.

STEP 5: ALLOCATION OF NIP AND REGON NUMBERS

After obtaining an entry to the National Court Register, the cooperative obtains legal personality. NIP and REGON numbers are allocated automatically.

STEP 6: STAMP AND BANK ACCOUNT

Remember to make a stamp and open an account of the cooperative.

STEP 7: TAX OFFICE

Submit an additional document NIP-8 in tax office:
within 21 days (or 7 days, if you plan to immediately hire employees), if you want to (or have to) be the VAT tax payer before conducting the very first sales transaction.



III. OFFICE FOR THE ENTREPRENEURS

The City Hall of Wrocław is not only a place where one can register or suspend a company. The competences of individual offices and departments involve numerous issues that are of interest to entrepreneurs. Below we have presented, in a thematically, the types of cases of interest to entrepreneurs and the units of the City Hall that deal with them.



INFORMATION CENTRE OF THE CITY HALL OF WROCLAW

Phone no. (71) 777 77 77 and online chat at <https://umw.um.wroc.pl/Chat>
Consultants from the City Hall of Wrocław are available to residents in all matters handled by the City Hall, including exchange of ID cards and registration documents, registration and reporting the change of address, business registration, sale of real estate, real estate tax and perpetual usufruct. They also provide information on applicable fees, construction law and local spatial development plans.

**THE HELPLINE IS OPEN FROM MONDAY TO FRIDAY
FROM 8 A.M. TO 6 P.M.**



INFORMATION FOR THE ENTREPRENEURS: www.wroclaw.pl

On the official website of Wrocław, there is a BIZNES website which is co-edited by employees of the Economic Development Office of the Wrocław City Hall. The website is dedicated to small and medium-sized enterprises enterprises, as well as to all those who want to start and run their own company in Wrocław.

There can be found, among others:

- **Entrepreneurs Guide** containing important information on starting a business, taxes and insurance as well as concessions, licenses and permits that need to be obtained in order to be able to conduct certain types of business
- link to the convenient search engine of the guidelines explaining how to start, among others: an insurance agency, detective agency, property protection agency, pharmacy, florist, pawnshop, fitness club, shop, accounting office, real estate or travel agency
- sub-website Financing activities - indicating **where to find money for the start-up and development of the company**, among others, in the form of subsidies (repayable and non-returnable), low-interest loans and modern forms of crowdfunding
- information concerning projects implemented for entrepreneurs by the City Hall of Wrocław and business environment institutions, including
- assistance programs and tax exemptions
- base of urban premises for rent as a shop, cafe or office

Types of cases:

I. Business activity

- Registration, suspension, resumption, change, closure

Citizen Affairs Division

Department of Registration of Business Activity

Ul. G. Zapolskiej 4, room S4, stand No. 5

Phone no. 71 777 75 23

Submission of applications:

- Resident Support Centre I, ul. G. Zapolskiej 4, room S4, stands 1-4
- Resident Support Centre I, pl. Nowy Targ 1-8, room 20, stands 1-6

- Entry in the register of entities providing training, instructors and lecturers in driving lessons, entry in the register of entrepreneurs running driver training centres and vehicle inspection stations, issuance of certificates to instructions of the drivers training centres

Citizen Affairs Division

Submitting documents:

Secretariat, Ul. G. Zapolska 4, room 244 (2nd floor)

Phone no. 71 777 7795, 777 77 37

e-mail: wso@um.wroc.pl

Examination of applications:

Department of Supervision over Driver Training Centres and Vehicle Control Stations

Ul. G. Zapolska 4, room 202 (2nd floor)

Phone no. 71 777 71 52, 777 83 85

- Entry in the register of facilities providing hotel services, which are not hotel facilities and campsites

City Promotion and Tourism Office

Przejście Żelaznicze 1,

Phone no. 71 777 82 10

e-mail: bpm@um.wroc.pl

- Providing places for door-to-door selling

Economic Development Office

ul. Świdnicka 53, secretariat, room no. 317 (third floor)

Phone no. 71 777 71 74

e-mail: brg@um.wroc.pl

- Information for entrepreneurs

- establishing, running and developing business activity, gaining financial resources for development, the offer of business environment institutions, industry information, development trends, commercialisation of business premises in revitalised areas, etc.

- support for marketplace trade and trade halls
- cooperation in organising occasional fairs
- rules applicable in organising public space - Cultural Park "Old Town"

Economic Development Office

ul. Świdnicka 53, secretariat, room no. 317 (third floor)

Phone no. 71 777 71 74

e-mail: brg@um.wroc.pl, parkkulturowy@um.wroc.pl

- Environmental permits
 - permits for the production and processing of waste
 - granting a concession for mining minerals not covered by mining property if: the area of the documented deposit does not exceed 2 ha; mineral extraction from a deposit in a calendar year does not exceed 20,000 m³; the activity will be conducted using the open-pit method and without the use of blasting agents
 - permission to operate in the area of emptying of septic tanks and transport of liquid waste
 - permission to participate in the greenhouse gas emission allowance trading within the Community
 - permission to conduct burial and incineration of animal carcasses and parts thereof

Environmental Protection and Agriculture Division

ul. Hubska 8-16, room 127 (first floor)

Phone no. 71 799 67 00

e-mail: wsr@um.wroc.pl

II. Transport of people and things

- Licenses for the carriage of passengers by taxi
- Licenses for transporting people with motor vehicles up to 9 seats
- Licenses for the transport of goods (forwarding)
- Permission to perform regular and special services in the national road transport of persons
- Permission to pursue the occupation of road transport operator

Transportation Division

Department of Administrative Decisions and Entrepreneurial Control

ul. G. Zapolskiej 4, room 105 (first floor)

Phone no. 71 777 77 35 (secretariat)

Phone no. 71 777 81 98 (authorisation - transport of goods)

Phone no. 71 777 70 94/777 75 09 (permit - transport of persons)

- Determining the rules of entry to Wrocław of truck vehicles over 18 t of GVM

City Engineering Division
ul. G. Zapolskiej 4
secretariat room 400-409 (4th floor)
Phone no. 71 777 71 12
e-mail: wim@um.wroc.pl

III. Construction investment

- Providing data from the land and building register, providing basic maps, sharing data from the price and property value register, arrangements for utilities

Board of Geodesy and Municipal Cadastre

Al. M. Kromera 44
Phone no. 71 327 21 00
e-mail: sekretariat@zqkikm.wroc.pl

- Local spatial development plans (applications for preparation/change of the Public Procurement Law, applications for a change in the study of conditions and directions of spatial development of Wrocław, an excerpt and a study excerpt)

Wrocław Development Office

ul. Świdnicka 53, secretariat, room no. 404 (4th floor))
Phone no. 71 777 86 60, 777 73 25
e-mail: brw@um.wroc.pl

- A building permit (establishing building conditions, building permits and demolition, information and access to local spatial development plans, registration of a construction log, notification of construction works or execution of construction works not requiring a building permit)

Architecture and Building Division

pl. Nowy Targ 1-8, secretariat, room 234 (2nd floor)
Phone no. 71 777 71 14
e-mail: wab@um.wroc.pl

Resident Service Center, pl. Nowy Targ 1-8

- room 1B, stands 3 and 4 (receipt of applications and letters)
- room 1C, stands 5 and 6 (issuing documents)

- Environmental permits
 - giving opinions on construction projects in terms of environmental protection
 - issuing decisions regarding environmental conditions for planned projects that could potentially have a significant impact on the environment

Environmental Protection and Agriculture Division

ul. Hubska 8-16, room 127 (first floor)
Phone no. 71 799 67 00
e-mail: wsr@um.wroc.pl

- Conservation permits
Municipal Historic Preservation Office
 Ul. Bernardyńska 5, secretariat room 1 (ground floor)
 Phone no. 71 777 94 51
 e-mail: mkz@um.wroc.pl

- Construction works acceptance (supervision over the correctness of construction works, reception and maintenance of construction works)
**District Construction Supervision Inspector for the City of Wrocław
 Customer Service Office**
 ul. Hubska 8-16
 Phone no. 71 799 68 00
 e-mail: pinb@um.wroc.pl

IV. Real Estate

- Municipal real estate (temporary provision of land to the Wrocław Commune for line investments or construction facilities, extension/transformation of the perpetual usufruct right to the real estate owned by the Wrocław Commune, establishment of easement/transmission, leasing, permission for temporary occupation for entertainment and cultural purposes)
Municipal Property Division
 al. M. Kromera 44, secretariat, room no. 320 (third floor)
 Phone no. 71 777 92 02
 e-mail: wnk@um.wroc.pl

- Real estate of the State Treasury (temporary land access, extension of the perpetual usufruct right, lease, sale in a non-tender mode to the perpetual usufructuary, permission for temporary occupation for entertainment and cultural activities)
State Treasury Property Division
 ul. Zapolskiej 4, office/secretariat room 311 (third floor)
 Phone no. 71 777 75 76
 e-mail: WSP@um.wroc.pl

V. Commercial premises

- Sales to existing tenants, using the premises for not less than 3 years and conducting business activity in accordance with the rental agreement, sale of communal commercial premises by tender
Real Estate Purchase and Sales Division
 pl. Nowy targ 1-8, secretariat, room 150 (first floor)
 Phone no. 71 777 71 11
 e-mail: wns@um.wroc.pl
 Premises Sales Office
 ul. G. Zapolska 4, room 152 (first floor)



- Lease and sale in tender and non-tender procedures
Municipal Resource Management Board
 ul. Św. Elżbieta 31, office, room 2 (ground floor)
 Phone no. 71 777 70 79, 777 70 80
 e-mail: sekretariat@zzk.wroc.pl
www.zzk.wroc.pl
-

Detailed information:

Room 210, Phone no. 71 776 24 41
 Room 213, Phone no. 71 776 24 54
 Room 214, Phone no. 71 776 24 65
 Room 216, Phone no. 71 776 24 58

VI. Open data (open data of the City Hall of Wrocław)

Information Technology Centre in Wrocław
 ul. Namysłowska 8, 4th floor
 Phone no. 71 776 90 32
<https://www.wroclaw.pl/open-data>

**VII. Catering gardens**

- Providing opinions on the form and location of a gastronomic garden
Department of Architecture and Construction
 pl. Nowy Targ 1 – 8, secretariat, room 234 (2nd floor)
 Phone no. 71 777 71 14
 e-mail: wab@um.wroc.pl
 Resident Service Center, pl. Nowy Targ 1-8
 room 1B, stands 3 and 4 (receipt applications and letters)
 room 1C, stands 5 and 6 (issuing documents)
- Location of gardens in the road lane (issuing permissions)
Department of Urban Engineering
 ul. G. Zapolska 4, secretariat room 400-409 (4th floor)
 Phone no. 71 777 71 12
 e-mail: wim@um.wroc.pl
- Location of gardens in the road lane (issuing opinions)
City Roads and Maintenance Board
 ul. Długa 49
 Phone no. 71 3559076 (head office),
 71 376 07 34, 376 0792 (Customer Service Office)
 e-mail: zdium@zdium.wroc.pl

- Permits for gastronomic gardens in the area subordinate to the Board of Public Resources (ZZK) and the area of the Market Square and the section of ul. Świdnicka from the Market Square to pl. Teatralny

Municipal Resource Management Board

Ul. Św. Elżbiety 31

Phone no. 71 777 70 79, 777 70 80

E-mail: sekretariat@zsk.wroc.pl

www.zsk.wroc.pl



VIII. Advertisement

- Providing opinions on the form and location of the sign, self-advertising, advertising medium, and small architecture

Architecture and Building Division

pl. Nowy Targ 1 – 8, secretariat, room 234 (2nd floor)

Phone no. 71 777 71 14

e-mail: wab@um.wroc.pl

Resident Service Center, pl/ Nowy Targ 1-8

room 1B, stands 3 and 4 (receipt of applications and letters)

room 1C, stands 5 and 6 (issuing documents)

- External advertising service (advertisement displays, billboards, information and promotion banners on buildings)

Economic Development Office

ul. Świdnicka 53, secretariat, room no. 317 (third floor)

Phone no. 71 777 71 74

e-mail: brg@um.wroc.pl

- Location of gardens in the road lane (issuing opinions)

City Engineering Division

ul. G. Zapolskiej 4, secretariat room 400-409 (4th floor)

Phone no. 71 777 71 12

e-mail: wim@um.wroc.pl

- Location of gardens in the road lane (issuing permissions)

City Road and Maintenance Board

ul. Długa 49, building B, room 101

Phone no. 71 3559076 (switchboard) extension no. 227, 71 376 07 27

e-mail: zdium@zdium.wroc.pl

IX. Permits to sell alcohol

Health and Welfare Division

ul. G. Zapolskiej 4

Phone no. 71 777 76 87 (information)

e-mail: zezwolecie@um.wroc.pl

catering permits,

one-time permits - room 216 a, phone no. 71 77776 93

Old Town (gastronomy) - room 261a, phone no. 71 777 76 95

Downtown - room 217, Phone no. 71 777 78 41

Fabryczna – room 216, Phone no. 71 777 76 92

Krzyki – room 216, Phone no. 71 777 76 98

Psie Pole - room 217, Phone no. 71 777 76 96

Monitoring and Control Section

Room 215, Phone no. 71 777 87 30-31

Room 216a, Phone no. 71 777 76 94

X. Taxes

- Submission of declaration (real estate tax, forestry tax, agricultural tax, tax on transport means)
- Reliefs in repayment of liabilities due to perpetual usufruct of land owned by the State Treasury
- Certificates concerning:
 - tax clearance / tax arrears and other related to real estate
 - de minimis support for the Supported employment enterprise (Polish supported employment enterprise)
- Refund of excise duty included in the price of diesel oil

Taxes and Charges Division

ul. Bogusławskiego 8, 10

Secretariat room 225 (2nd floor)

Phone no. 71 777 81 39, 777 75 99

e-mail: wpo@um.wroc.pl

Taxpayer Service Center

Ul. Kotlarska 41, room 1 (ground floor)

Phone no. 71 777 84 23

71 777 87 97 (information)

71 777 88 01, 777 88 03 (certificates)

- Public aid for entrepreneurs
 - real estate tax exemptions under aid schemes for entrepreneurs implementing new investments, creating new jobs, micro and small businesses starting their business activity in Wrocław and for those investing in sport and recreational infrastructure in the city,
 - relief in paying the fee for municipal waste management
 - debt collection and recovery.

Receivables Management Division

ul. Kotlarska 41

Phone no. 71 777 72 50, 777 89 86, 777 89 41, 777 70 76

e-mail: wzn@um.wroc.pl

XI. Care and educational activity

- Subsidies for non-public and public schools and educational institutions run by natural and legal persons outside the public finance sector
- Reporting pre-school points to the register
- Reporting to schools and non-public institutions

Education Finance Division

ul. G. Zapolska 4, secretariat room 446 (4th floor)

Phone no. 71 777 77 06

Office, room 439 (4th floor)

Phone no. 71 777 75 97, 777 85 89

e-mail: wfi@um.wroc.pl

- Reporting nurseries to the register
- Issuing opinions on the premises and sanitary requirements that must be met by the children's club

Health and Welfare Division

ul. G. Zapolska 4, room 347 (third floor)

Phone no. 71 777 77 60

e-mail: wzd@um.wroc.pl

XII. Outdoor events

- Permission to conduct the event using the roads in a special way

City Engineering Division

ul. G. Zapolskiej 4, secretariat room 400-409 (4th floor)

Phone no. 71 777 71 12

e-mail: wim@um.wroc.pl

- Permission to organise mass events
- Providing internal roads for the organisation of outdoor events

Department of Security and Crisis Management

ul. Strzegomska 148, room 213 (2nd floor)

Phone no. 71 777 95 46

e-mail: bwz@um.wroc.pl

- Permission to occupy the internal road

City Roads and Maintenance Board

ul. Długa 49

Phone no. 71 355 90 76 (head office)

71 376 07 34, 376 0792 (Customer Service Office)

e-mail: zdium@zdium.wroc.pl

- Determining the conditions for access to the premises of the Municipal Management Board in order to organise an event or a city beach

Municipal Green Management Board

ul. Trzebnicka 33

Phone no. 71 323 50 00

Department of Green Management

Phone no. 71 323 50 34

XIII. Cooperation with scientists / innovations

- Mozart program - building partnerships entrepreneur - scientist for solving specific problems in the company (co-financing)

Wroclaw Academic Centre

office for University Relations

Rynek 13, secretariat room 200 (2nd floor)

Phone no. 71 770 20 00 – 01

e-mail: bwu@um.wroc.pl

www.wca.wroc.pl

XIV. Provision of urban space for testing innovative solutions

SmartCity and Project Management Office

Ul. G. Zapolska 4, secretariat room 516 (fifth floor)

Phone no. 71 777 7383

e-mail: bzp@um.wroc.pl

XV. Receiving and issuing opinions on entrepreneurs' initiatives in the field of supporting and developing entrepreneurship in the city

Council of Entrepreneurship acting alongside the President of Wroclaw Economic Development Office

ul. Świdnicka 53, secretariat, room no. 317 (third floor)

Phone no. 71 777 71 74

e-mail: brg@um.wroc.pl

XVI. Entrepreneurial education - educational program for children and young people, training courses, conferences and consultancy for companies

Economic Development Office

Ul. Świdnicka 53, secretariat, room no. 317 (third floor)

Phone no. 71 777 71 74

e-mail: brg@um.wroc.pl





Chapter III. Institutions of the business environment

1. Finance, loans, concessions, EU funds

Lower Silesian Economic Fund Ltd.

ul. W. Stwosza 3

50 – 148 Wrocław

Phone no. 71 343 79 64

e-mail: biuro@dfg.pl

<http://www.dfg.pl>



Offer:

DFG Sp. z o. o. supports regional entrepreneurship by facilitating micro, small and medium enterprises an access to external financing sources through:

- granting loans and advances to cooperating commercial banks financing the development of business activity,
- granting sureties of leasing transactions concluded with cooperating leasing companies,
- granting bid bond guarantees in tenders organised on the basis of the Public Procurement Law.

The Fund cooperates with economic self-governments, local self-governments and regional development agencies in order to support the development of the regional economy by increasing its competitiveness and innovation.

Lower Silesian Development Fund Ltd.

ul. Duńska 9

54 – 427 Wrocław (WPT Delta building)

phone no. 71 736 06 20

e-mail: biuro@dfr.org.pl

www.dfr.org.pl



Offer:

The company belongs entirely to the Local Government of the Lower Silesian Voivodship. Its task is to support Lower Silesian companies through repayable financing, i.e.:

- loans,
- guarantees,
- sureties,
- quasi-equity and capital instruments (start-ups).

The above financial products are offered through the so-called "Regional Financial Intermediaries". Procedures for obtaining financing from the perspective of the entrepreneur are to be simple and transparent, as well as supported by proper service and consulting.

Information on the forms of financing offered by the DFR can be found at

www.dfr.org.pl in the OFFER tab.



Main Information Point of European Funds

Marshal's Office of the Lower Silesian Voivodship

ul. Wybrzeże Słowackiego 12 – 14

50 – 411 Wrocław

Phone no. 71 776 95 01, helpline: 801 700 008

e-mail: pife@dolnyslask.pl

<http://www.rpo.dolnyslask.pl>



Offer:

The Main Information Point for European Funds (PIFE) operates under the project "Information Points of European Funds", implemented by the Lower Silesian Voivodship on the basis of an agreement with the Ministry of Investment and Development, co-financed from the Operational Program Technical Assistance 2014-2020. As part of the PIFE network in Lower Silesia, there are 4 spots: in Wrocław, Jelenia Góra, Legnica and Wałbrzych.

Scope of services:

- informing about the possibility of obtaining funding from European Funds (qualifying the project idea for a specific Programme, presenting procedures for granting support, indicating the date of the call for proposals and contact details of the institution responsible for its implementation),
- providing information on the rules for preparing an application for co-financing, explaining the criteria and conditions for granting support from European Funds under a specific call,
- presentation of rules for the implementation and settlement of a project co-financed from European Funds,
- presentation of up-to-date information on the possibilities of participation in projects co-financed from European funds carried out by other beneficiaries.

Inquiries to PIFE can be sent by phone, via e-mail or in person at the Spot's headquarters. All services provided are free of charge.

Lower Silesian Intermediate Body

ul. Strzegomska 2 – 4

53 – 611 Wrocław

Phone no. 71 776 58 12, 776 58 13

e-mail: info.dip@umwd.pl

<http://www.dip.dolnyslask.pl>



Offer:

The Lower Silesian Intermediate Body is an organizational unit of the Lower Silesian Voivodship self-government, supporting the EU funds mainly in the SME sector and LGUs. Subsidies are awarded in competition mode for projects in the areas of:

"Enterprises and innovations", including:

- supporting infrastructure for enterprises,
- creating infrastructure and developing research and development activities,
- implementation of research results,
- building new international business channels, participation in fairs,
- advice for SMEs.

"Low-carbon economy", including:

- increasing energy efficiency in public utility buildings, multi-family residential buildings,
- comprehensive energy modernization of multi-family residential buildings,
- construction and modernization of heating networks,
- public investments in the construction industry with significantly increased energy performance parameters in public buildings

Polish Entrepreneurship Foundation

Branches in Wrocław and Jelenia Góra ul.
Skarbowców 23a, building B-1, premises 20
53 – 025 Wrocław
ul. Górna 10-11, room 28
58 – 500 Jelenia Góra Wrocław: 71 332 31 81,
71 391 21 96 Jelenia Góra: 75 75 229 64
e-mail: pfp@pfp.com.pl
<http://www.pfp.com.pl>



Offer:

The Polish Entrepreneurship Foundation is an institution focused on helping in the creation and development of micro, small and medium enterprises in Poland, with particular emphasis on north-western Poland. It offers financial, training and consulting assistance to Polish micro, small and medium enterprises.

Regional and Sub-Regional Loan Funds run by the Foundation offer the opportunity to finance investment, turnover and initial development activities of micro, small and medium-sized enterprises from the Lower Silesia Voivodship. The loans are intended for micro, small and medium-sized enterprises regardless of the legal form of their business.

The foundation supports entrepreneurs from all over Lower Silesia in the branches in Wrocław and Jelenia Góra.

City Hall of Wrocław

– Department of Receivables Management

ul. Kotlarska 41
50 – 151 Wrocław
Phone no. 71 777 72 50, 777 89 86, 777 89 41, 777 70 76
e-mail: wzn@um.wroc.pl
<http://bip.um.wroc.pl/artykuly/380/pomoc-publiczna>



Offer:

- Aid package for entrepreneurs carrying out new investments in Wrocław - conditions for obtaining a tax exemption:

- submitting the application before starting a new investment,
- incurring expenditure on a new investment located in Wrocław or incurring employment costs,
- maintaining the investment for a period of 3 or 5 years,
- own contribution min. 25% of eligible costs.
- Public aid for micro and small entrepreneurs which start a business in Wrocław - conditions for obtaining a tax exemption:
 - running a business for no longer than 24 months,
 - submitting the application by 30 June 2021,
 - having a head office in Wrocław,
 - not being in arrears with taxes and fees to the Municipality of Wrocław,
 - conducting business activity in real estate covered by the exemption for the period of its duration.

The usable floor area of buildings or their parts for operating in Wrocław is subject to exemption. The exemption period is 5 years.

- Exemption from property tax for entrepreneurs operating in Wrocław granted as investment or operational public aid for sports or recreation infrastructure - conditions for obtaining a waiver:
 - submission of an application prior to the commencement of the investment or before starting the activity in the field of training children and youth in the field of sport,
 - starting investing or training children and youth until December 31, 2020,
 - incurring expenditure on a new investment or costs for training children and young people.

City Hall of Wrocław - Office of the Integrated Territorial Investments for the Wrocław Functional Area (ZIT WrOF)

Urząd Miejski Wrocławia

ZIT WrOF Office

ul. Komuny Paryskiej 39-41, 1st floor, room 15

50 - 451 Wrocław

Phone no. 664-151-658

e-mail: bit@um.wroc.pl

www.zitwrof.pl



Offer:

Find out how to implement your idea for an investment with the help of European Funds. The entrepreneurs can also apply for the funding of the project from the Regional Operational Program for the Lower Silesian Voivodship (ROP WD) in the area of ITI WrOF.

Applications for support within the ITI WrOF are submitted in strictly specified time limits, in competition mode. The dates of calls for proposals are set out in the Schedule of calls for proposals, set in an annual perspective, which also includes an indicative amount of funding in individual competitions and information on the types of projects that can be co-financed.

Co-financing can be obtained, among others for projects in the field of:

- supporting infrastructure for entrepreneurs, e.g. through business incubators, business parks,
- advice for SMEs,
- SMEs expansion into external markets,
- research and development activities,
- pre-school, primary and post-secondary education,
- adaptation of vocational education and training systems to the needs of the labour market.

Lower Silesian Voivodship Labour Office in Wałbrzych

Branch in Wrocław

al. Armii Krajowej 54

50 – 541 Wrocław

Phone no. 71 39 74 200

e-mail: wroclaw.dwup@dwup.pl

<http://www.dwup.pl>



Offer:

- provision of consultancy services in the field of career path planning,
- implementation of the Knowledge and Development Operational Program and the Regional Operational Program for 2014-2020 in the field of labor market services, incl. offers of support for beginning entrepreneurs and social inclusion of people at risk of exclusion,
- implementation of tasks related to the National Training Fund, intended for Lower Silesian employers,
- development of labour market research and analyses, monitoring of deficit and surplus professions and examination of labour demand,
- conducting international job placement, online brokerage, running a database of job offers from foreign employers within the Eures network.

District Labour Office in Wrocław

ul. Gliniana 20 – 22

50 – 525 Wrocław

Phone no. 71 770 16 00

e-mail: wrrw@pup-wroclaw.pl

<http://wroclaw.praca.gov.pl>



Offer:

District Labour Office in Wrocław performs in a professional and free of charge manner the following:

- Offer:
 - job services,
 - career counseling,
 - training sessions.

- Labour market instruments:
 - intervention works,
 - socially useful works,
 - professional preparation of adults,
 - traineeships,
 - refunding the employer's costs in respect of social security contributions paid,
 - public works,
 - refunding the employer's costs of equipping or retrofitting the workplace,
 - funds for the unemployed to start a business,
 - vouchers for unemployed people up to 30 years of age: training, internship, employment, occupation,
 - refunding social security contributions for those directed to unemployed persons up to 30 years of age,
 - co-financing of remuneration for the employment of the unemployed, who turned 50,
 - telework grants,
 - activation benefits.

Lower Silesian Agency of Economic Cooperation Ltd.

al. Kasztanowa 3a – 5

53 – 125 Wrocław

Phone no. 71 73 66 311

e-mail: coie@dawg.pl

<http://www.dawg.pl>



Offer:

DAWG Sp. z o. o. is a company of the Self-government of the Lower Silesian Voivodship, a certified partner of the Polish Investment and Trade Agency (PAIH). Activities of DAWG Sp. z o. o. are supported by: Ministry of Enterprise and Technology, Polish Agency for Enterprise Development, Lower Silesia Regional Office in Brussels, Wirtschaftsförderung Sachsen, Lower Silesian Chamber of Commerce, Western Chamber of Commerce, Wrocław Technology Park, Wrocław University of Science and Technology, Economic Zones (WSSE Invest-Park, Legnica SSE, Kamienna Góra Special Economic Zone), Agency for the Development of the Wrocław Agglomeration, Agricultural Property Agency, Military Property Agency.

Tasks:

- acquiring and providing service for foreign and Polish investors,
- investment promotion of Lower Silesia,
- support and stimulation of exports of companies from the region,
- organisation of business missions.
- business consulting for the SME sector,
- support for innovative ventures, mainly start-ups,
- financial support for entrepreneurs from the SME sector,
- assistance in obtaining and servicing investors for self-government units,
- strategic consulting and economic promotion as well as JST development support,

- consultancy of local government units in obtaining financing for investments,
- development of a company's export development strategy,
- analysis of foreign markets,
- specialist consultancy for companies (investment, pro-innovative, pro-export, marketing strategies, business plans, applications for co-financing).

2. Chambers of commerce

Lower Silesian Chamber of Commerce

ul. Świdnicka 39

50 – 029 Wrocław

Phone no. 71 344 78 25

e-mail: biuro@dig.wroc.pl

<http://www.dig.wroc.pl>



Offer:

The Lower Silesian Chamber of Commerce has been one of the leading organisations of economic self-government in Poland for over 25 years. It supports companies in the areas of their business activity and also works aimed at integrating the business community. It represents the interests of business entities towards state and self-government authorities and institutions. DIG offers a wide range of services, including:

- trainings and seminars with the participation of experts from the world of business, economics and law,
- support for internationalisation of enterprises and acquisition of foreign markets,
- counselling on obtaining funds from national and EU funds,
- the possibility of establishing new business contacts,
- legalisation of documents in international circulation,
- assistance in settling disputes through the DIG Court of Arbitration,
- access to reliable and up-to-date business information.

Lower Silesian Chamber of Crafts in Wrocław

pl. Solny 13

50 – 061 Wrocław

Phone no. 344 86 91

e-mail: sekretariat@izba.wroc.pl

<http://www.izba.wroc.pl>



Offer:

The Lower Silesian Chamber of Crafts in Wrocław combines tradition and modernity.

It supports the economic development of crafts, represents members and promotes craftsmen in the European market.

It provides the following services:

- information, e.g. on available assistance programs for SMEs and other forms of co-financing activities,

- training, i.e. vocational and further training in craft trades, specialist trainings, pedagogical courses for instructors of practical vocational training, consulting,
- including advisory and legal assistance in the field of searching for business partners in available databases, as well as in setting up a business, rental of
- office rooms and training rooms,
- related to the implementation of projects with the participation of funds from the European Union in cooperation with partners from the country and partner institutions from abroad.

Wrocław Chamber of Commerce

ul. Krupnicza 13

50 – 075 Wrocław

Phone no. 71 79 70 203

e-mail: biuro@wig.wroc.pl

<http://www.wig.wroc.pl>



Offer:

The Wrocław Chamber of Commerce is an organisation of economic self-government. The Chamber provides services for:

- integration of the regional entrepreneurs' environment,
- supporting social and economic initiatives of the city and the region,
- supporting the development of private small and medium enterprises,
- supporting young entrepreneurs.

Western Chamber of Commerce - Employers and Entrepreneurs

ul. Ofiar Oświęcimskich 41/43

50 – 059 Wrocław

Phone no. 71 79 50 656

e-mail: biuro@zig.pl

<http://www.zig.pl>



Oferta:

The Western Chamber of Commerce is an organisation of economic self-government, which was established in order to protect and represent the economic interests of the entities associated in it, disseminate ethics principles in business, and to support the development of entrepreneurship and develop cooperation with local governments, as well as with other organisations.

The Western Chamber of Commerce offers, among others:

- organisation of thematic conferences,
- organisation of business meetings (including breakfasts and business lunches),
- organisation of training for members of the Chamber and non-members,
- rental of training and conference rooms,
- organisation of events for the members of the Chamber, including business missions.

ZIG organises cyclically:

- Wrocław Women's Forum - the largest event of this type in Lower Silesia,
- The competition "Lower Silesian Griffin - Economic Award", which is the most important business award in Lower Silesia, granted since 2004.

Polish-German Chamber of Industry and Commerce (AHK Polska)

pl. Solny 20

50 – 063 Wrocław

Phone no. 71 79 48 335, 337

e-mail: pbw@ahk.pl

<http://www.ahk.pl>



Offer:

The Polish-German Chamber of Industry and Commerce (AHK Polska) is one of the largest German foreign chambers of commerce and industry (AHK) in the world. AHK Polska represents the interests of about 1000 member companies and has been working for the development of Polish-German economic relations for over a dozen years.

The Chamber offers:

- business meetings,
- access to business information,
- opportunities to promote your company among the other members of the Chamber,
- professional consulting services
- exchange of information and experiences, and development of relations between institutions and enterprises on both sides of the Odra river.

British - Polish Chamber of Commerce

ul. Strzegomska 142 a; West House building

1b 54 – 429 Wrocław

Phone no. 71 344 14 77

e-mail: wroclaw@bpcc.org.pl

<http://www.bpcc.org.pl>



Offer:

The British - Polish Chamber of Commerce (BPCC) is the leading chamber of commerce in Poland, which since 1992 has been working for the development of Polish-British economic cooperation:

- provides commercial and business information,
- supports investments of its clients in Poland and Great Britain,
- helps create better business relations through regular meetings with representatives of the Polish and British private and public sectors,
- actively associates potential business partners and promotes best business practices,
- conducts close cooperation with the Embassy of Great Britain in Poland and the Polish Embassy in London,
- is an active member of the Council of British Chambers in Europe (COBCOE) - a network of over 10.000 companies in over 30 European countries,
- develops Polish-British contacts in all areas of life,
- helps in the promotion and building of a sustainable competitive advantage of the company in Poland, Great Britain and - through the COBCOE network - in Europe.

Companies associated in the BPCC represent about 25% of foreign direct investment in Poland.

American Chamber of Commerce in Poland

Office Wrocław

ul. Klecińska 125

54 – 424 Wrocław

Phone no. 71 354 89 09

e-mail: amcham.wroclaw@pmgroup-global.com

<http://www.amcham.pl>



Offer:

The American Chamber of Commerce in Poland ("AmCham") was established in 1990 on the initiative of American entrepreneurs. Currently, it associates over 300 largest American companies that employ over 220000 people in Poland and invested over PLN 130 billion. AmCham focuses on the development of the economy and promoting Poland on the US market, and the mission of the organisation is to improve investment conditions among all investors, not only American ones. The topics that are particularly important for AmCham are:

- support for innovation and technological advancement,
- development of research and development activities,
- work on simplifying public procurement procedures,
- the perspective of European funds 2014-2020,
- commercial partnership between the United States and the European Union,
- support for new investments and reinvestments undertaken in Poland.

Since 2003, the Amcham office has been operating in Wrocław, responsible for the official representation of the Chamber in our region.

Central Europe Chamber of Commerce

Pl. Św. Macieja 5/33

50-244 Wrocław

Phone no. 513 060 637

e-mail: biuro@iqes.pl

<http://www.iqes.pl>



The chamber deals with connecting people and active promotion of enterprises, brands of products and services. It mediates in sales and development of companies through:

- contacts and relations of investors, producers, suppliers, sellers, specialists, experts, intermediaries, advisers, financiers and lawyers - combining the Chamber's partners,
- partnerships with universities, institutions and organisations supporting the development of people and their businesses,
- deep analysis of the market, needs and expectations, clients and decision-makers,
- finding clients, partners and investors, industry and international,
- co-organizing events,
- integrating and creating environments for the exchange of knowledge and experience.

In addition, the Chamber is a partner in meetings, helps in export and import, participates in fairs, conferences, seminars, trainings, workshops, events, on which it represents the interests of its partners.

Liaison Office of the Free State of Saxony in Wrocław

Rynek 7

50-107 Wrocław

Phone no. 71 3131893

e-mail: post@pl.sk.sachsen.de

<https://www.sk.sachsen.de/pl/biuro-lacznikowe-wolnego-panstwa-saksonia-we-wroclawiu-3748.html>



Offer:

- cooperation with the Lower Silesia and Lubuskie voivodships,
- presentation of Saxony in Polish regions,
- mediating in finding new contacts and partners as well as consultations in this area.

The Saxon Office in Wrocław provides support to public administration bodies, institutions, companies and individuals interested in Saxon-Polish cooperation. A few years of effective office operation has meant that today it is perceived as a reliable partner of interregional projects.

Lower Silesian Employers

Office of the Institution

ul. Szczawińska 2

58-310 Szczawno-Zdrój

Office in Wrocław

ul. A. Hercena 3/5

50-453 Wrocław

Phone no. 530 828 511

e-mail: biuro@dp.org.pl

<http://www.dp.org.pl>



Offer:

The Lower Silesian Employers (DP) is a regional employer association of the Lewiatan Confederation, gathering over 170 companies in Lower Silesia. The Confederation represents the interests of employers at the regional, national and EU levels, associating over 4100 companies, employing a total of over 1 050 000 people. Membership in DP means comprehensive support and broad business development opportunities:

- representation of employers' interests towards public administration bodies,
- individual interventions in the name of employers,
- free training developing competences,
- a wide range of integration events (Klub i Bal Dolnośląskich Pracodawców; Gala i Pilnik Konfederacji Lewiatan),
- special events and business projects,
- conferences, seminars and substantive workshops (labour market, innovations, EU funds),
- weekly newsletter,
- cooperation with the administration (ZUS, DIP, DWUP, UMWD),
- free expert advice,
- participation in EU projects.

3. Technological and industrial parks

Wrocław Technology Park

ul. Muchoborska 18

54 – 424 Wrocław

Phone no. 71 798 58 00

e-mail: wpt@technologpark.pl

<http://www.technologpark.pl>



Offer:

- providing office, laboratory and production space,
- specialized laboratories, workshops and prototypes,
- experimental plant, NUTRIBIOMED cluster, research projects,
- business incubators: Lower Silesian Academic Entrepreneurship Incubator and Incubator of Entrepreneurship and Technology,
- cooperation with leading global research centers on innovative projects, including CERN and ITER, European Space Agency,
- trainings, workshops, conferences, networking and business contacts,
- "Technoludek" kindergarten,
- conference and training rooms with facilities.

Wrocław Industrial Park

DOZAMEL Sp. z oo - the WPP managing

entity ul. Fabryczna 10

53 – 609 Wrocław

Phone no. 71 35 65 701

Phone no. 71 35 65 556 - Office of Marketing

and Customer Relations Management

e-mail: sekretariat@dozamel.pl

<http://www.wpp.wroc.pl>



Offer:

Wrocław Industrial Park is a 16-hectare area located in the center of Wrocław, with over 100 years of industrial traditions. Created in 2005, it is aimed at developing business and establishing domestic and international economic cooperation. About 260 companies from 60 different industries operate in the WPP. In addition to small and medium-sized enterprises, branches of global concerns, including General Electric, Bombardier Transportation, DeLaval Operations, Donako, Fortaco, Air Products and three universities. DOZAMEL, as the managing entity, has developed its own investor service path, based on experience in the field of industrial facilities management, organization of service services and wide cooperation with environmental entities.

Lower Silesian Park of Innovation and Science

SA ul. E. Kwiatkowskiego 4

52 – 326 Wrocław

Phone no. 71 725 42 44

e-mail: sekretariat@dpin.pl

<http://www.dpin.pl>



Offer:

- lease of office and production premises: a new Business House office building with an area of 6.000 m², Idea House office building with an area of 2.500 m², including a workshop and production hall with an area of 1.600 m²,
- supporting start-ups as part of the business incubator,
- renting multimedia conference and training rooms,
- buildings located in the area of the Wałbrzych Special Economic Zone (the possibility of entering the WSEZ and using tax allowances),
- services in the field of obtaining external financing sources for entrepreneurs from domestic and EU funds for investment, development, research and training projects consultancy, as well as preparation of application documentation and settlement of subsidies,
- obtaining public funds, inter alia, from regional and national Operational Programs, ministerial programs, as well as directly from the European Union (including SME Instrument, Erasmus +)



4. Entrepreneurship Incubators

Lower Silesian Academic Entrepreneurship Incubator

Wrocław Technology Park

ul. Klecińska 123, Alfa building

54 – 424 Wrocław

Phone no. 71 798 58 16, mobile 781 871 816

e-mail: daip@technologypark.pl

<http://www.technologypark.pl>



Offer:

- preferential price of infrastructure rental,
- networking and business contacts,
- trainings, workshops, individual consultations, conferences,
- access to the technological infrastructure of the WPT - 12 specialized laboratories,
- promotion of companies at trade fairs and in the media,
- support in building business relations,
- the level of cooperation and exchange of experience between novice entrepreneurs and a mature business environment,
- kindergarten for children of residents,
- incubation period up to 2 years.

Incubator of Entrepreneurship and Technology Park

ul. Fabryczna 16 H

53 – 609 Wrocław

Phone no. 71 798 58 16, 781 871 816

e-mail: kontakt@startupwro.pl

<http://www.technologpark.pl>



Offer:

- preferential price of infrastructure rental,
- virtual cloud of IT services,
- networking and business contacts,
- trainings, workshops, individual consultations, conferences,
- access to 12 specialized laboratories,
- promotion of companies at trade fairs and in the media,
- support in building business relations,
- the level of cooperation and exchange of experience between novice entrepreneurs and a mature business environment,
- access to the technological infrastructure of the WPT - a production and warehouse hall,
- kindergarten for children of residents,
- incubation period up to 5 years.

Entrepreneurship Incubator, Technology Incubator along with Innovation Center of the Lower Silesian Agency for Economic Cooperation Ltd.

al. Kasztanowa 3a – 5

53 – 125 Wrocław

Phone no. 71 73 66 300

e-mail: inkubator@dawg.pl

<http://www.inkubator.wroc.pl>

<http://www.dawg.pl>



Offer:

- rental of offices for people starting their own businesses and for the existing companies (office area from 15 to 75 m², rental prices from PLN 42),
- new and modern equipped conference and training rooms located on the ground floor of the building (from 10 to 100 people),
- a catering room for each training, conference and meeting,
- virtual office (business address, secretariat for receiving and sending correspondence, possibility of using the VIP room for meetings with clients),
- VIP hall rental to organize meetings,
- parking spaces on the premises for the "tenants" of the incubator,
- prestigious location (very good transport connection - 10 minutes from the city center and offices, direct vicinity of banks, shopping malls, post office, court, convenient access from any place in Wrocław),
- modern technical and teleinformatic infrastructure (broadband Internet, WiFi network, CCTV television surveillance system, 24/7 facility security),
- the building is fully adapted for the disabled (it has a driveway and a lift).

Wrocław Entrepreneurship Incubator at the "Entrepreneurship Support Centre" Association

ul. J. Piłsudskiego 95

50 – 016 Wrocław

Phone no. 71 789 92 15

e-mail: biuro@cwip.wroclaw.pl

<http://www.cwip.wroclaw.pl>



Offer:

The Wrocław Entrepreneurship Incubator is run at the headquarters of the CWP Association, under which entrepreneurs can take advantage of:

- access to desks,
- IT tools (server space),
- secretarial service in the form of sending correspondence and recording incoming mail, as well as photocopying, scanning, etc.

It is also possible to register the company's headquarters at the Incubator's address, which gives entrepreneurs the opportunity to register a company without having a legal title to manage the premises.

Incubators of the Academic Entrepreneurship Incubators Foundation

ul. Piękna 68

00-672 Warszawa

The Foundation provides remote services throughout Poland.

Phone no. 533 341 522

e-mail: biuro.wroclaw@inkubatory.pl

<http://www.aipwroclaw.inkubatory.pl>



In Wrocław, the foundation runs the following incubators::

1. at BZ WBK

ul. B. Chrobrego 12 – 14

50 – 254 Wrocław

2. at the University of Economics

ul. Komandorska 118/120, building B/M, room 2

(access from 100 Sztabowa street)

53 – 345 Wrocław

3. at the WSB University

ul. Fabryczna 29/31, building B, room 217, 2nd floor

53 – 609 Wrocław

Representatives of the AIP Foundation will conduct interested parties through the process of starting a business and organize all necessary formalities related to it, regardless of the stage of the entrepreneur's development.

Offer:

- starting a business in 24 hours,
- business consultancy,
- mentoring and coaching,
- accounting support,
- legal support.

Entrepreneurship Incubator of the MANUS Foundation

ul. Grunwaldzka 61

50 – 366 Wrocław

MANUS Foundation, phone no. 661 927 409

Entrepreneurship Incubator, phone no. 661 769 212

e-mail: inkubator@manus.pl, preinkubacja@manus.pl

<http://www.manus.pl>

www.inkubator.manus.pl



Offer:

The Entrepreneurship Incubator of the MANUS Foundation offers a simplified service to prepare the originators, especially students and graduates, for the first steps in the realities of business.

Evaluation of ideas and their pre-incubation, including:

- consulting: analysis of strengths, weaknesses, opportunities and threats of the proposal; development of a minimal viable product, business models, implementation strategies,
- business mentoring,
- preparing the originators for the presentation of their project and other important meetings,
- approximation of the organisational and legal aspects of running a business,
- providing legal personality and accounting in the initial stages of development, before establishing a business.

The MANUS Foundation works closely with science clubs and student organizations, helping them to implement projects. As part of this support, students prepare to operate also outside the university. As a result, they become a reliable partner for business.

Entrepreneurship Development Foundation "Your StartUp"

Branch in Wrocław

ul. Robotnicza 42a,

53-608 Wrocław

Phone no. 790 394 777

e-mail: bartosz.przeslanski@twojstartup.pl

www.twojstartup.pl



Offer:

Entrepreneurship Development Foundation "Your StartUp" is the largest entrepreneurship incubator in Central and Eastern Europe. The Foundation's branches are located in over 20 cities throughout Poland. So far, over 3000 beneficiaries have benefited from the wide offer, which makes Twój StartUp a leader among entrepreneurship incubators in this part of Europe. Beneficiaries offer services in the field of pre-incubation and incubation, among them:

"Your StartUp" offers:

- the company for a trial without Social Insurance Institution - ZUS,
- legal personality,
- legal and accounting consultancy and support,
- consulting and IT services,
- consulting and marketing services,
- Exchange of Orders for Beneficiaries,
- substantive support,
- training and workshops,
- infrastructure - office spaces and rooms,
- virtual offices,
- foreigners' service.

Business Link powered by AIP Wrocław

ul. Szczytnicka 11

50 – 382 Wrocław

tel. 71 707 28 84

e-mail: info@aip.business.link

<https://aip.business.link>



Offer:

It creates space and supports business at every stage of its development. Unique surfaces tailored to individual needs and a tailor-made acceleration program, as well as:

- 24/7 access,
- invitations to events organized for the Business Link community,
- access to the acceleration, mentoring and networking program,
- fast and wireless internet,
- entrance to the meeting and reception rooms that will help them to use them,
- training and conference spaces,
- flexible rental period with one month's notice,
- equipped kitchen,
- housekeeping service
- available drinks (coffee, tea and water).

Entrepreneurship Incubator

Lower Silesian Park of Innovation and

Science ul. E. Kwiatkowskiego 4

52 – 326 Wrocław

Phone no. 71 725 42 44

e-mail: sekretariat@dpin.pl

www.dpin.pl



Offer:

- supporting start-ups in the framework of the entrepreneurship incubator,
- rental of office boxes on favorable financial conditions,
- virtual offices,
- lease of office and production premises: a new Business House office building with an area of 6.000 m², Idea House office building with an area of 2.500 m², including a workshop and production hall with an area of 1.600 m²,
- renting multimedia conference and training rooms,
- buildings located in the area of the Wałbrzych Special Economic Zone (the possibility of entering the WSEZ and using tax allowances),
- services in the field of obtaining external financing sources for entrepreneurs from domestic and EU funds for investment, development, research and training projects - consultancy, as well as preparation of application documentation and settlement of subsidies,
- obtaining public funds, inter alia, from regional and national Operational Programs, ministerial programs, as well as directly from the European Union (including SME Instrument, Erasmus +).

Academic Entrepreneurship Incubator Wrocław University of Science and Technology

Pl. Grunwaldzki 11,
building D-21, room 105

50 – 377 Wrocław

Phone no. 71 320 43 82

e-mail: dagmara.bialy@pwr.edu.pl

<http://www.inkubator.pwr.wroc.pl>



Offer:

Supporting the economic activity of the academic community - students, PhD students, employees and graduates of public universities (people who intend to run or run a business).

AIP offers:

- free legal, accounting and tax consultancy, business consultations for the aforementioned target group,
- participation in trainings,
- use of office space on preferential terms,
- "virtual offices" and assistance in promoting business ventures.

The Academic Entrepreneurship Incubator provides also a pre-incubation service that allows young people to try their business ideas without having to register a business.

Academic Entrepreneurship Incubator Wrocław University of Environmental and Life Sciences

ul. C. K. Norwida 25, room 106

50 – 375 Wrocław

Phone no. 71 320 51 16

e-mail: magdalena.nowak@up.wroc.pl

<http://www.org.up.wroc.pl/aip>



Offer:

- obtaining the necessary information to start a business, especially in the first period of its operation,
- legal and accounting-tax consultancy,
- participation in conferences, trainings, workshops, etc.
- organization of meetings and promotional activities presenting the research, training and consulting offer of the Wrocław University of Environmental and Life Sciences in Wrocław,
- assistance in obtaining the premises infrastructure at the Wrocław Technology Park, necessary for running a business.

Venture Inc S.A.

al. Hallera 180/14

53 – 203 Wrocław

Phone no. 518 860 217

e-mail: office@ventureinc.com

<http://www.ventureinc.com/>



Offer:

Venture Inc SA is a venture capital fund run by a team with many years of experience in the development of projects in the field of new technologies. The fund is focused on supporting projects at various stages of development operating in the bioinformatics and IT sectors, with particular emphasis on companies operating in the SaaS model.

Venture Inc offers capital support, organizational assistance and know-how that it has gained by creating and developing projects among which there were such successes as: Bankier.pl and LiveChat Software.

inQUBE

Wrocław University of Economics and Business

ul. Komandorska 118/120

53-345 Wrocław

Phone no. 71 36 90 681, 71 36 80 858

e-mail: uip@ue.wroc.pl

<http://inqube.pl>



Offer:

- conversion of ideas into start-ups,
- help for entrepreneurs in creating and running businesses,
- help in the commercialization of ideas, products and services,
- initiating and creating project teams in the areas of business and science,
- searching for attractive sources of funding,
- providing consulting and research services,
- supporting entrepreneurship, innovation, creativity and self employment,
- rental of co-working space.

5. Innovation support

Wrocław Centre for Technology Transfer (WCTT)

Wrocław University of Science and Technology

ul. M. Smoluchowskiego 48a

50 - 372 Wrocław

Phone no. 71 320 33 18

e-mail: wctt@pwr.edu.pl

<http://www.wctt.pwr.edu.pl>



Offer:

- Technology transfer and innovation
 - the offer of inventions and technologies developed by scientists at the Wrocław University of Science and Technology,
 - analysis of market potential and valuation of new technologies,
 - searching for companies that could be a technology donor or recipient,
 - performing technological and design audits,
 - support in negotiations,
 - assistance for companies in developing their own innovative products and services using the design thinking method,
 - help in the protection of intellectual property (patents, trademarks, utility models, etc.).
- Cooperation with foreign countries:
 - development of export strategies,
 - help in finding a foreign partner,
 - organisation of trips to foreign trade fairs and economic missions,
 - developing market analyzes for selected industries and countries,
 - legal and patent consulting services.
- Acquiring non-returnable funding (grants):
 - indicating a national or European program - appropriate for a given undertaking,
 - informing about program requirements,
 - help in developing application documentation,
 - consultancy during the project implementation and settlement phase.
- Acquiring capital financing:
 - verification of the business model planned by the entrepreneur,
 - help in developing a business plan,
 - connecting the entrepreneur with the appropriate seed or venture fund,
 - help in preparing an investor's presentation.

Centre for Innovation and Knowledge Transfer of the University of Wrocław Ltd.

pl. Uniwersytecki 1,

50-137 Wrocław

Phone no. 71 375 28 90

e-mail: centrum.innowacji@uwr.edu.pl

<https://uni.wroc.pl/transfer-innowacji/ciitw-uwr-sp-z-o-o>



Offer:

- transfer of knowledge and technology from the University of Wrocław to the economy's areas,
- commercialization of research results of the University of Wrocław,
- support in establishing and running a company using intellectual property or university resources,
- creation of business entities using intellectual property of the university,
- consultancy for the business environment in the selection of specialists or research teams,
- advice on protection of intellectual property and selection of an optimal path to protect the results of R&D works.

Eugeniusz Geppert Academy of Art and Design in Wrocław

plac Polski 3/4

50-156 Wrocław

Phone no. 71 302-58-75

e-mail: j.zuchowski@asp.wroc.pl

<http://www.asp.wroc.pl>



Offer:

Eugeniusz Geppert Academy of Art and Design in Wrocław has four faculties, open to various forms of cooperation with entrepreneurs:

- Faculty of Interior Architecture and Design,
- Faculty of Painting and Sculpture,
- Faculty of Graphic Arts and Media Art,
- Faculty of Ceramics and Glass.

The cooperation includes, among others:

- research and development services for enterprises,
- semester tasks carried out by students related to the entrepreneur's activity (the possibility of implementing selected projects for implementation),
- competitions for students regarding a given topic,
- implementation doctrines as part of the program of the Ministry of Science and Higher Education.

The Academy co-creates the Lower Silesian Academic Entrepreneurship Incubator located in the Wrocław Technology Park, and cooperates with the Wrocław University of Science and Technology in order to implement advanced projects.

Regional Patent Information Centre

Wrocław University of Science and Technology

pl. Grunwaldzki 11, building D - 21, room 204 - 208

50 - 377 Wrocław

Phone no. (071) 320 22 56, 320 30 39, 320 24 78

e-mail: patent@pwr.edu.pl

<http://www.patent.pwr.edu.pl>



Offer:

- Regional Patent Information Center embedded in PatLib structures at the European Patent Office,
- information and consultation activity addressed to all interested parties,

- consultations on application procedures, use of patent databases or disposal of intellectual property rights,
- conducting searches of the state of the art and research on patentability and protection of solutions.

The Wrocław Council of the Federation of Scientific and Technical Associations NOT

ul. J. Piłsudskiego 74

50 – 020 Wrocław

Phone no. 71 347 14 24

e-mail: zarzad@not.pl

<http://www.not.pl>



Offer:

- preparation of documentation, expert opinions, technical opinions,
- translation of technical texts,
- valuation of companies' assets (land, buildings, machines),
- organisation of trainings,
- rental of conference and lecture halls,
- organisation of events of a conference, training and exhibition type,
- developing opinions on innovation,
- vehicle control station services.

Scientific, Bibliographic and Patent Information Center, Library General Tadeusz Kościuszko Military Academy of Land Forces

ul. P. Czajkowskiego 109

51 – 150 Wrocław

Phone no. 261 658 276

e-mail: malgorzata.sendecka@awl.edu.pl

<https://awl.edu.pl/osrodek-informacji-patentowej>



Offer:

- sharing and distributing of publications in the field of industrial/intellectual property protection,
- search for patent documents in professional databases - Global Patent Index, Derwent Innovations Index and available databases,
- providing basic information helpful in conducting searches in the resources of patent information,
- providing information on the basic procedures in force at the Patent Office of the Republic of Poland, EPO, WIPO and EUIPO,
- implementation of telephone and e-mail queries,
- performing searches in the state of the art,
- IP monitoring,
- examination of the patent family,
- examination by the name of the applicant, the right-holder, the creator,
- performing analyzes of the results of patent research, e.g. creating a portfolio of company patents,
- searching in databases of trademarks and industrial designs,
- sending abstracts and full texts of patent descriptions,
- organizing training and workshops in the field of patent search.

6. Regional development agencies and associations

Wrocław Agglomeration Development Agency

pl. Solny 14

50 – 062 Wrocław

Phone no. 71 783 53 10

e-mail: araw@araw.pl

<http://www.invest-in-wroclaw.pl>



Offer:

ARAW, owned by the city of Wrocław and 29 neighboring municipalities, was created in 2005 to support foreign investors at every stage of the project.

Scope of activities:

- support in investment projects of entrepreneurs in the Wrocław agglomeration (all industries),
- post-investment support for companies present in the agglomeration,
- economic and academic promotion in the country and abroad,
- conferences, business breakfasts and other events addressed to entrepreneurs,
- analyses and reports on the labour market and the economy of the Wrocław agglomeration,
- integration of the local business environment and animation of the local start-up environment,
- developing cooperation between agglomeration self-governments,
- internet and social communication (portal wroclaw.pl, invest-in-wroclaw.pl, wroclaw.pl/startupy, live-in-wroclaw.com, dedicated portals, social campaigns).

Association for the Development of Entrepreneurship

ul. Komandorska 80a/1

53 – 345 Wrocław

Phone no. 883 083 898

e-mail: biuro@srp.wroclaw.pl

<http://www.srp.wroclaw.pl>



Offer:

The Association for Enterprise Development (SRP) has been operating since 1995 for the development and promotion of entrepreneurship, human resources development and innovativeness of enterprises in the region, improving the quality of human capital by developing skills and qualifications of employees and European integration, developing contacts and cooperation between societies. The objectives of the SRP are implemented by training, consulting and information services, in particular:

- Fund raising:
 - preparing projects,
 - advice on the implementation of the projects,
 - project settlement,
 - project monitoring,
- Trainings:
 - determination of training needs,
 - the scope of training in accordance with the offer located on the website,
 - realization of trainings also on individual client's order.

- **Counselling:**
 - is focused on solving customer problems
 - consultancy services are provided by specialists with expert knowledge in a specific field.
- **Analyses and expert opinions:**
 - developing analyses and expertises for the business sector, local government partners and third sector organizations in various spheres of economic and social life.

Wrocław Regional Development Agency SA (WARR)

Registered office:

ul. Karmelkowa 29, 52 – 437 Wrocław

Management Office; Team Office Financial Projects and

Services Office of the Regional Financing Institution:

Business House, second floor

ul. Kwiatkowskiego 4, 52-326 Wrocław

Phone no. 71 797 04 00

e-mail: warr@warr.pl

<http://www.warr.pl>



Offer:

- **Information and advisory services regarding:**
 - application, implementation and control of projects supported by WARR S.A.,
 - administrative and legal aspects of running a business for entrepreneurs and the unemployed planning to start a business,
 - the terms and conditions of using public assistance programs and other external sources of financing business operations,
 - possibilities and rules of using specialist services, e.g. training, consulting, technology transfer, loans and guarantees, etc.,
 - contact details of institutions involved in servicing assistance programs addressed to entrepreneurs and the unemployed, as well as information on the scope of services provided by them.
- **Team for Projects and Financial Services and Regional Financing Institution in Lower Silesia:**
 - implementation of national and EU support programs for enterprises from the SME sector and large enterprises, among others subsidies, loans, grants, vouchers for innovations,
 - conducting audits of projects co-financed from EU funds,
 - training in applying for EU funds and settlement of the support granted.
- **Center for Economic Activity:**
 - rental of office, display, warehouse and development areas as part of business operations.
- **Consulting activity:**
 - development strategies, regional and local research,
 - feasibility studies, substitute investments,
 - studies in the field of water management and flood protection,
 - commercial activity in the field of preparation of projects and applications for co-financing from the European Union (SG OP, RPO, POWER, other).

"Nasz Rynek" Association

ul. Rynek Ratusz 10

50 – 106 Wrocław

Phone no. 601 766 844

e-mail: naszrynek.co@gmail.com

<http://www.naszrynek.com>



Offer:

Nasz Rynek Association deals with issues related to the economic community in the area of the Old Town of Wrocław, with particular emphasis on issues and problems occurring in the area of the Old Town Square.

ARENA Merchants Association

ul. Komandorska 66

53 – 343 Wrocław

Phone no. 71 367 29 28

e-mail: arena@arena.wroc.pl

<http://www.arena.wroc.pl>



Offer:

- supporting and developing business activity of association members,
- protection and legal services for members providing services in the field of trade, services, gastronomy and others,
- representation of members towards authorities, institutions and other economic entities as well as natural persons,
- improving professional qualifications, promoting a sense of dignity and professional solidarity, as well as monitoring the members' ethical and professional level.

Garaż Foundation

ul. Legnicka 65

54 – 206 Wrocław

Phone no. 698 929 084

e-mail: biuro@fundacjagaraz.pl

<http://www.fundacjagaraz.pl>



Offer:

Garaż Foundation focuses its activities primarily on people and companies that want to improve in the areas of innovation, creativity, UX (user experience), business psychology and other strategic areas for business. In its offer for companies and start-ups, it has also consultancy, as well as support implemented through the organisation and/or moderation of workshops (also creative workshops). The Foundation organizes trainings, both open and dedicated to specific organizations or professional groups.

Ukraina Foundation

ul. Ruska 46A/201

50-079 Wrocław

Phone no. 571 330 203

e-mail: biuro@fundacjaukraina.eu

www.fundacjaukraina.eu



Offer:

Ukraina Foundation is a rapidly growing non-governmental organisation operating in Lower Silesia. Every day, it creates a space for education, development, integration and intercultural cooperation. Ukraina Foundation was established in 2013 on the initiative of Grzegorz Dzik, the Honorary Consul of Ukraine, in order to support the process of adaptation, integration with the host society and personal and professional development of migrants.

Values:

- responsibility
- proactivity
- flexibility

The Foundation's mission is to implement valuable initiatives for new residents of Wrocław and the surrounding area.

The actions are:

- projects supporting third-country nationals (free information point, thematic consultations, legal trainings, Polish language course, job fair),
- Integration Program Ruska 46A,
- EVS project "Migrants and Community",
- cultural and integration events for various age groups.

BNI Poland

building: Diamentum Office

ul. Robotnicza 42a

53-608 Wrocław

Paweł Marczuk

phone no. 601 702 401

e-mail: p.marczuk@bnipolska.pl

<http://www.bnipolska.pl>



Offer:

BNI is the world's largest business organization with more than 30 years of tradition. We help to create and develop groups of trustworthy entrepreneurs in our country, to enable business owners to develop their businesses through recommendations.

In local groups, entrepreneurs regularly cooperate, sharing their experience, business knowledge and recommending their services. The key element of groups is the rule of non-competition. This means that only one company from a given industry can operate in each field. According to the research made by BNI, 98% of companies rely on recommendations for acquiring new customers. However, only 3% of companies have a strategy including recommendations.

7. Virtual offices and co-working

MBiuro Wrocław

pl. Solny 14, premises 3

50 – 062 Wrocław

Phone no. 664 136 436

e-mail: wroclaw@mbiuro.pl

<http://mbiuro.com>



Offer:

A virtual office is a service consisting of full office service, without the need for a physical presence of the company in a given place. The basic service offered by mBiuro is the address for registering a company or business, as well as handling incoming correspondence.

Mbiuro guarantees:

- address for company registration
- receipt of incoming correspondence,
- telephone service using a dedicated number,
- scanning correspondence and placing scans in pdf format in the client's panel,
- email notification of a new event in the panel,
- access to the internet panel,
- fax service,
- possibility of renting conference rooms and offices for work,
- accounting office run by an experienced team,
- professional legal care.

IdeaPlace

pl. Solny 15

50 – 062 Wrocław

Phone no. 71 34 09 200

e-mail: office@ideaplace.pl

<http://www.ideaplace.pl>



Offer:

IdeaPlace - the first Wrocław co-working space and business incubator. It deals with broadly understood support for freelancers, entrepreneurs, start-ups and companies that plan to open their branch in Wrocław through business consulting, outsourcing of administrative services, rental of serviced offices, training rooms and enabling the use of co-working space.

IdeaPlace is a professional co-working space in the center of Wrocław for entrepreneurial, dynamic and independent people using all the advantages of office work while minimizing commitments.

It is a networking platform that connects many environments, the place where new projects are created and creative projects created. In IdeaPlace the customer will find, above all:

- a comfortable desk with access to modern technical facilities,
- equipped and serviced rooms for teams of 4 to 20 people with fast internet and reception support,
- the possibility of registering business activity, company, foundation, association at Plac Solny 15, combined with correspondence service, secretarial support and assistant service,
- support for your business, through consulting services, assistance in finding a trusted and trusted accountant, lawyer, graphic designer or a company creating websites,
- a place for meetings with a client, a contractor, ideal also for recruitment, negotiations and mediations,
- professionally equipped training rooms for teams of 10-20 people.

VERDENA

ul. Św. Jerzego 1A

50 – 518 Wrocław

Phone no. 71 363 63 13, 501 518 705

e-mail: biuro@verdena.pl

<http://www.verdena.pl>



Offer:

Verden's office offers a comprehensive package of services related to business support, supported by many years of experience, including:

- business, marketing, financial and PR consultancy,
- help and advice in the process of company registration in the National Court Register and CEIDG,
- legal advisors' services specified individually and adapted to the needs of a specific client,
- a wide range of office services, including assistance in preparing the necessary documents and ensuring correctness of submitted applications, preparation of agreements guaranteeing the safety of contracts being executed,
- bookkeeping and accounting,
- EU grants,
- concierge services,
- offices for rent, recruitment and business meetings.

Business Link Green2Day (Wrocław)

ul. Szczytnicka 11,

50-382 Wrocław

e-mail: green2day@business.link

www.business.link



Offer:

Business Link Green2Day is the newest Wrocław office of this network of flexible work spaces, located in an intensively changing - and at the same time the oldest - part of the city.

Excellent communication location, extensive customer service team, usability and facilities at work are the foundation of the whole project, making Business Link Green2Day respond to the fundamental challenges of running a business.

The office products are available in the following forms:

- hot-desk (unassigned workstations in co-working space and dedicated, individual desks) and private offices, which standard and service,
- offered by a dedicated customer service team, will meet the needs of demanding tenants.

Business Link Green2Day is also a place for business meetings.

The clients have at their disposal:

- equipped meeting rooms,
- conference and event space.

Workband Training Rooms

ul. A. Hercena 3-5

50 – 453 Wrocław

Phone no. 71 730 029 595

e-mail: kontakt@workband.pl

<http://www.workband.pl>



Offer:

Workband is a place for training and courses; 200 m² of conference rooms and office space for creativity and ideas, a friendly place for focused work, space for building a network of contacts.

Workband offers:

- equipped and spacious training rooms for up to 50 people in the very centre of Wrocław,
- comprehensive organisation of trainings and conferences,
- meeting room,
- comprehensive catering service for trainings, meetings and conferences.

360 Degrees sp. z o.o.

ul. W. Włblewskiego 38,

51-627 Wrocław

Office in the former "Dąbie Centre", Phone no. 661 769 212

360 Degrees, Phone no. 501 944 699

e-mail: hello@360degrees.pl

<http://360degrees.pl>



Offer:

Virtual offices and business consulting in the area of the historic "Dąbie" tram depot in the beautiful part of the city with access to office and social infrastructure.

Biurolandia

ul. Robotnicza 70j

53 – 608 Wrocław

Phone no. 604 81 70 65

e-mail: biuro@biurolandia.pl

<http://www.biurolandia.pl>



Offer:

- a permanent workplace,
- competitive prices,
- office within 1 km from the centre of Wrocław,
- different period of contracts,
- one fixed invoice throughout the duration of the contract,
- contract flexibility - the ability to change the package,
- prestige of the place,
- constant contact with the office - by e-mail and by phone,
- being informed about incoming shipments.

Colaborawork - offices for rent

ul. Z. Krasińskiego 15A/4

53 – 110 Wrocław

Phone no. 71 795 92 95, 505 119 509

e-mail: biuro@colaborawork.pl

<http://www.colaborawork.pl>

**Offer:**

- room rental for recruitment interviews, coaching, business meetings, (catering, refreshments, etc.), printer access, photocopying,
- renting a training room max. up to 30 people,
- place at the co-working table,
- office rent for a longer period,
- translations (sworn translator of Spanish www.tlumaczprzysieglyhiszpanski.pl)

**Coworking Office 12**

ul. Łokietka 12C

50 – 243 Wrocław

Phone no. 71 758 51 22

e-mail: biuro@co12.pl

<http://www.co12.pl>

**Offer**

- co-working
- virtual address,
- instant office,
- meeting room,
- business outsourcing,
- photo sessions.

SmartOffice Wrocław

ul. Piłsudskiego 69/73

50 – 019 Wrocław

Phone no. 501 284 966

e-mail: patrycja.borowicz@smartoffice.eu.com

http://smartoffice.eu.com/1_wroclaw



Offer:

The RETRO Office House building has an area of 998 m² divided into office modules and common areas.

The SmartOffice model is:

- friendly atmosphere, perfect conditions for work and business development,
- individual approach to each tenant,
- the possibility of registering at Wrocław, ul. Piłsudskiego 69/73,
- flexible length of the lease period,
- high quality surface finish,
- spacious reception area, several relaxation areas,
- individually controlled air conditioning in each room,
- no need to conclude individual contracts with service providers - one invoice,
- high speed internet access available,
- 24-hour access to the area for 7 days a week,
- object protection 24/7,
- reception open from Monday to Friday from 9 a.m. to 5 p.m.
- furnished offices of various sizes, both for individual users and large teams,
- the possibility of placing the company's logo in the lobby and at the office module,
- daily cleaning of office space,
- 3 fully equipped conference rooms,
- IT support, fully functional server room,
- unlimited coffee, tea, water, carbonated, non-carbonated, lemonade, fresh fruit.

Regus

Old Town
ul. Św. Elżbiety 4
50-111 Wrocław

Pegaz

ul. Grabarska 1, Pegaz building B, 3 room
50-079 Wrocław
Phone no. 71 758 82 00, 71 747 86 00
e-mail: wroclaw.elzbiety@regus.com
wroclaw.pegaz@regus.com
<http://www.regus.pl>



Oferta:

- company's address in prestigious locations,
- post handling,
- local phone number,
- virtual offices (various options),
- business salons available in 3000 locations around the world,
- co-working
- conference rooms and day rooms,
- fully equipped private offices (small and large),
- reception service,
- access to the global community and events of Regus,
- networking,
- organisation of various types of meetings,
- common space used to exchange ideas,
- service management using the Regus application.

Biznes Zone Wrocław

ul. Robotnicza 42a

53-608 Wrocław

Phone no. 790 394 777

e-mail: kontakt@biznes-zone.com

www.biznes-zone.com/wroclaw



Offer:

Business Zone is a place for business development, specializing in creating the best work spaces. The offer includes designer offices, flexible contracts and business support.

The nationwide network offers the use of:

- serviced offices,
- co-working zones,
- dedicated desks,
- training rooms,
- event space,
- virtual offices,
- cinema room.

Benefits:

- savings - all additional costs are included in the rental price: cleaning, utility bills, coffee and tea, internet,
- location - offices are well communicated, providing comfort to the company and its employees,
- communities - small start-ups and large enterprises meet here under one roof;
- flexibility ,contracts have been available for one month already,
- business support - a team of specialists from various areas of business is available, both at private consultations and open trainings.

Rebel Campus

ul. Kamienna 43/45

53-307 Wrocław

Phone no. 662 933 598

e-mail: hi@rebelcampus.com

<http://rebelcampus.com>



Offer:

- Rebel Campus is a grassroots initiative which aim is to create not only co-working or office space at the Wrocław University of Economics, but above all to create a community of enterprising people.
- Adaptation of the university building made it possible to create 24 work places on a co-working space and a dozen or so offices.
- The main strength of Rebel Campus is its community, from which you can count on support. It connects people from different backgrounds (students, graduates, entrepreneurs and academic teachers) who have extensive professional and life experience.

Fabryka sensu

ul. B. Polaka 21/4

50 – 379 Wrocław

Phone no. 531 688 226, 501 474 861

e-mail: biuro@fabrykasensu.pl

<https://fabrykasensu.pl>



Offer:

300 m² of coworking space for work, organisation of trainings, workshops and all kinds of business events.

It provides comprehensive services needed to work or organize events, including:

- access to ultra-fast internet,
- rooms of various sizes with equipment and a cafe designed for less formal conversations,
- space designed so that every detail stimulates creative thinking.

Coffee in the intercontinental, bathroom in the closet, jungle entering the room, or a collection of happy elephants - these are some of the secrets of this place. A place that inspires and creates a stimulating space for action.

8. Social Economy

Lower Silesian Center for Social Policy

ul. Trzebnicka 42-44,

50 – 230 Wrocław

Phone no. 71 770 42 20, 508 215 198

e-mail: m.macura@dops.wroc.pl

dops@dops.wroc.pl

www.kupujESpolecznie.pl



Offer:

The Lower Silesian Center for Social Policy is the coordinator of the development of social economy in Lower Silesia. The center's priority is to support the development of social entrepreneurship and to establish partner-like cooperation with social economy institutions, local government, business and universities. DOPS:



- manages the platform www.kupujESpolecznie.pl, where it promotes offers of Lower Silesian social economy entities (social suppliers);
- conducts educational meetings,
- encourages industry networking and cross-sector cooperation;
- organizes the BIZNES CLASS and BIZNES MIXER Academy,
- advises local governments how they can order products/services from social suppliers,
- gives a quality certificate - Pro-Commodity Purchase Mark and builds its brand,
- creates consultative and advisory bodies,
- cooperates with social economy support centers
- supports reintegration entities,
- co-creates strategic documents related to the area of social economy.

Regional Center for Supporting Non-Governmental Initiatives

ul. Mennicza 1

50-057 Wrocław

Phone no. 71 796 30 00, 074 665 11 11

e-mail: rcwip@rcwip.pl

<http://www.rcwip.pl>

<http://www.przedsiębiorczoscspoleczna.pl>



Offer:

RCWIP has 3 offices: in Wrocław, Wałbrzych and Jelenia Góra. As a supporting organisation, it works for other non-governmental organisations and informal groups. It deals with the support and development of social entrepreneurship. It cooperates with the non-governmental sector, public administration and business. It supports bottom-up initiatives and is an animator of social change. It implements, among others animation, consulting, training, information and promotion activities. **RCWIP runs, among others:**

- Incubator of Non-Governmental Organizations "NGO Space",
- Lower Silesian Center for Supporting Social Economy,
- Non-governmental Loan Fund,
 - as part of which it offers, among others:
 - training and consulting support,
 - non-returnable financial subsidies for those interested in starting a business in the form of a social cooperative,
- START GO loans for business development of non-governmental organizations and social cooperatives.

Lower Silesia Social Economy Support Center run by the "Entrepreneurship Support Centre" Association in partnership with the Regional Center for Supporting Non-Governmental Initiatives

ul. J. Piłsudskiego 95

50-016 Wrocław

Phone no. 71 789 92 15

e-mail: biuro@cwip.wroclaw.pl

www.cwip.wroclaw.pl/osrodek-wspierania-es



Offer:

The Lower Silesian Center for Supporting Social Economy in Wrocław provides consulting and training services for institutions and individuals from the Wrocław Sub-region. The aim of the activities is socio-professional activation and increasing the impact of the social economy sector on the labour market. The DOWES services can be used by: natural persons at risk of social exclusion, local government units, non-governmental organisations and Social Enterprises (including associations, foundations, social cooperatives, non-profit companies). The DOWES offer includes:

- training in the scope of creation and operation of Social Economy and Social Enterprises and professional courses developing qualifications of persons employed in PS,
- consultancy regarding entities creation, business and specialist consulting: legal, financial-accounting, marketing,
- subsidies and bridging support for people who can get employment in established or existing social enterprises.

9. Other

District Inspectorate of the Prison Service in Wrocław

ul. Kleczkowska 35

50 – 211 Wrocław

Phone no. 71 327 26 01, 327 26 20

e-mail: oisw_wroclaw@sw.gov.pl

<https://www.sw.gov.pl/okreg/okregowy-inspektorat-sluzby-wieziennej-we-wroclawiu>



Employment offer for persons serving the penalty of deprivation of liberty:

- the possibility of starting production in a prison in rented/leased premises. A condition and a guarantee is to send people on the created positions to persons serving a penalty of deprivation of liberty in a given establishment,
- reduced employment costs - any entrepreneur employing convicts for a fee can get a lump-sum refund in the amount of 35% of gross wages and salaries,
- no need to conclude individual contracts with convicts. The convict is employed on the basis of a referral to work,
- lack of health insurance, no sickness benefit is paid for the period of being on sick leave,
- remuneration calculated in proportion to the hours worked,
- in relation to convicts employed on the basis of a referral for work, the provisions of the labour law are not applied, except for the provisions on working time and health and safety at work,
- an entrepreneur employing convicts may obtain a non-interest-bearing loan or a non-repayable grant.

LET'S MEET IN
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ENTREPRENEUR'S
GUIDE



LET'S MEET IN

WRO



www.wroclaw.pl