



BE.LANCE

Getting started
in Belgium as an
employer

securex 

IN THE HEART OF EUROPE

You have chosen Belgium to set up or expand your business? An excellent choice! You're in the right place here. Belgium is in the heart of Europe, and Brussels is the political and economic hub of the European Union. So, it's the ideal place to give your business a boost. More than a thousand international, public, and private organisations have already found their way here and set up their head offices or permanent secretariats in Belgium.



Open economy



Cultural diversity



**Within easy reach
from Europe and the
rest of the world**



High-level employees



Low property prices



**More than 500 million
consumers within an
800 km radius**



**More than 2000
multinationals**



**International
decision-making centre**



**Extensive knowledge of
languages**



**Excellent quality of
life**



Launch your business in Belgium with be.lance

There is always a lot involved in setting up a business. Launching a business in another country is even more complex. Meeting the legal obligations for setting up your business, applying for registration numbers (if necessary), obtaining authorisations and certificates, recruiting and employing staff, etc. Looking after all these matters and knowing exactly what you have to do is far from obvious. **Having a local partner makes all the difference**, guiding you through all your administrative and legal requirements. We would be delighted to help you with this so that you can focus entirely on getting your business up and running.

be.lance
from Securex
will help you launch
your business in Belgium
in no time.

Start your Belgian business in 3 steps with be.lance

be.lance helps businesses that want to set up in Belgium and recruit staff. A permanent contact will guide you through your company's entire start-up process. He will analyse your situation, look after the necessary administrative and legal obligations for your business and employees, and offer you the appropriate professional advice.



⬡ Analysis of your plans

⬡ Tailor-made proposal

⬡ Approval

⬡ Registration of your company

⬡ Application Belgian social security n° and company number

⬡ Registration Securex payroll services

⬡ Registration Securex Health & Safety

⬡ Taking labour accident insurance

⬡ Other HR services
(legal pack, social mandate, etc...)

⬡ Prepare and carry out first wage calculation

⬡ Discover **Officient**: all-in-one HR tool



Mandatory affiliations and optional services

You just read about the 3-step process to start your business in Belgium with be.lance. But which are the mandatory affiliations and other necessary HR-services ? Take a look at this overview:

Payroll services (payroll office)

As an employer, you want to pay your employees correctly and on time. But calculating wages is no easy task in Belgium. That is why it is best to call on our payroll office (social secretariat). We take care of your payroll calculations and organise the payment of your social contributions and withholding taxes. That way, you have all the time in the world to focus on your business. You can also contact our social secretariat for advice on all your legal obligations.

External health and safety at work service

Where the internal department is not by itself able to perform all the duties assigned to it, the employer must, for everything else, appeal to an external health and safety at work service approved for this purpose (risk management & health supervision). This is an obligatory formality even if none of the workers hired are subject to the medical examinations or the vaccinations prescribed by the well-being at work regulations.



Labour Accident Insurance

Any employer that hires staff is legally obliged to take out an industrial accident insurance policy with an approved insurance company. It covers the physical injury (not the material damage) resulting from accidents suffered by the worker in the course of and because of the execution of his employment contract or on his journey to work, whether or not he is responsible for the accident that has occurred. Securex can affiliate your company to its insurance.

Legal Pack *optional*

Belgian social law often hides specificities that companies hiring someone for the first time in Belgium are obliged to respect. In order to guarantee maximum legal certainty, our Legal & Reward consultants assist your company in drawing up an employment contract and employment regulations that comply with Belgian legislation. They also advise you on other topics, like salary optimisation (reduce the salary costs) or international mobility (in terms of tax, labour law, immigration, social security and administrative formalities).

Social mandate *optional*

Companies without a Belgian corporate personality (i.e. without a company registration number in Belgium) are required to designate a person with residence in Belgium as mandatory or representative. Securex offers this service to its foreign clients.

It includes:

- Receiving documents from the Belgian social security and Tax authorities
- Storing and keeping up to date of the social documents, this up to 5 years after the potential suspension of activities in Belgium
- Informing the authorities of acceptance of the mandate

All the advantages of be.lance at a glance

All HR services under one roof

Securex is a one-stop shop for all aspects relating to setting up a business and managing staff.

Smooth communication

As we offer all services under one roof, the transfer of information is flawless and quick.

Dedicated team of HR experts

A dedicated team of HR experts will guide you throughout the entire start-up process. It has experts in the various HR fields so that you can access the most specialised information.

Cross-border employment

Securex is specialised in cross-border employment, split payroll, and international wage calculations.

We speak your language

Your contact can talk to you in English, French, Dutch and German.

Client case

be.lance through the eyes of a Canadian business

A Canadian firm has been doing business in Europe for some time, both via agents and directly from Canada. This way of doing business is simple as you do not need a branch or even necessarily a registration. However, this is not sufficient if you want to really get to know the European market, generate revenue and establish a growth scenario.

After some research, this Canadian firm decided to start operations from Belgium. Its central location, the multilingualism of its people and their willingness to travel really appealed to them. The fact that they loved the city of Ghent proved a great bonus. They contacted FIT (Flanders Investment & Trade) who put them in touch with Securex.

“ The contact person allocated to us informed us about the various obligations that employers have in Belgium. He also gave an indication of the associated costs.

As Securex was able to deal with these obligations for us, we could focus on our continued development in Europe without having to worry about the paperwork involved in setting up our Belgian branch.

Our Securex client advisor first guided us to the business counter for registration in the Crossroads Bank for Enterprises. This also meant that we quickly received our company number. From then on, Securex dealt with all other compulsory registrations. Being able to have all the contacts in English is a big plus for us.

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Securex international

Entrepreneurship forms the basis of economic activity. Employees are the key to success in this. Securex supports entrepreneurs in the expansion and growth of their businesses and believes in an HR policy customised to the individual and focused on sustainable employability.

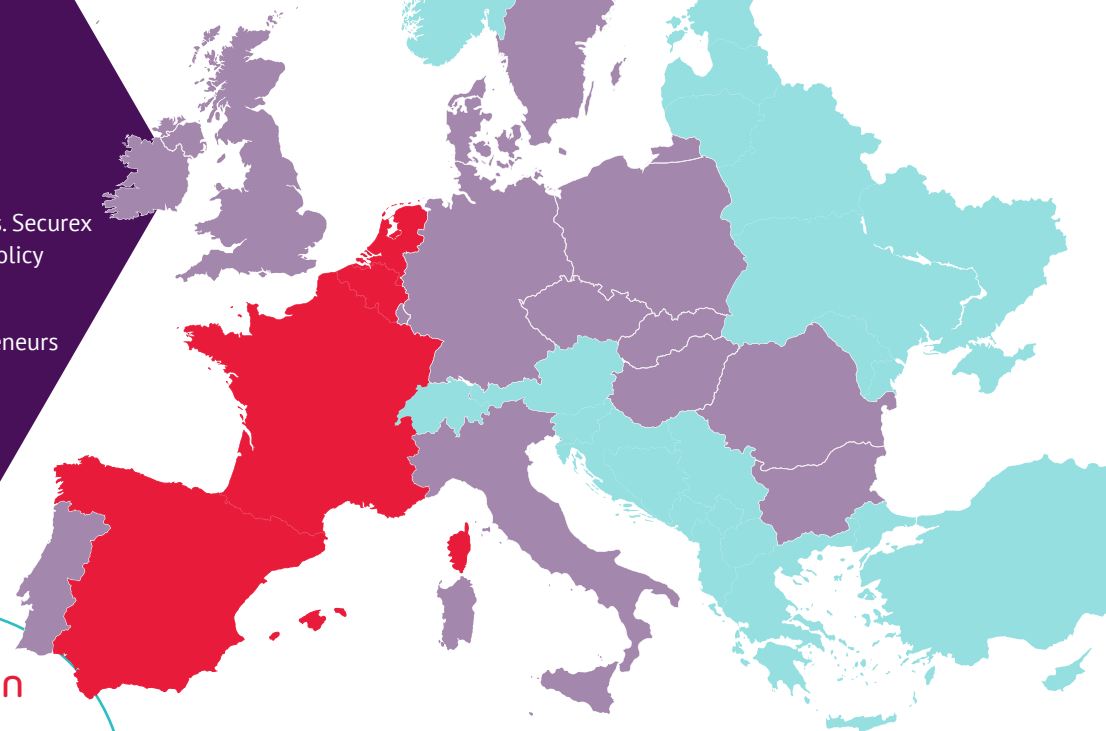
Securex is one of the leading players in the Belgian market when it comes to guiding entrepreneurs and businesses. This applies from the setting up to the shutting down of activities. We do this in the field of legal and administrative obligations, income insurance, HR administration and wage calculation, well-being and prevention, talent development, and international employment.

We also do this across borders thanks to our network of privileged partners in more than 15 European countries.

Would you prefer to work directly? This is also possible! Securex has offices in Belgium, the Netherlands, Luxemburg, France and Spain.

We also offer global reporting, legal and fiscal support.

Payroll in
**more than
20**
European
countries



● Securex countries.
● Serviced by our partners



HIVE5

Are you looking for a suitable office space for permanent or occasional use? You will definitely find this at HIVE5. HIVE5 is located in Brussels, within a stone's throw from the European district, and is easy to reach by train and metro.

You can use the open space, or you can rent private offices of various sizes. HIVE5 is the place to be for an inspiring community of freelancers, entrepreneurs, start-ups, and SMEs.

Be inspired.

Take a look at www.hive5.be now.

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Ready to launch your
business in Belgium?



Let's get in touch!

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