

Insurance and pensions

Start-up package for company founders /





Simple and practical /

Many young entrepreneurs face questions about insurance when they start their own business. Your advisor from AXA would be happy to explain everything you need to know and put together a straightforward insurance and pension package that is tailored to your needs.

People who are confident of their qualifications and abilities and who want to assume personal responsibility are increasingly likely to start their own business. At the same time it is important not to be overwhelmed by the administrative burden that this entails. AXA's start-up package will save you a lot of time, because it offers comprehensive advice and streamlined administration.

While independence presents opportunities, it also raises a lot of questions. What should be included in your occupational benefits plan and your private pension? What about employee benefits for your staff? Do you need property and liability insurance? AXA's start-up package for new business owners offers coverage that matches your specific situation and helps you master the challenges of independence.

The start-up package at a glance

Insurance and pension coverage

You and your advisor from AXA will work together to analyze your company's situation and find a mandatory and voluntary insurance package that meets your requirements, including:

- Personal insurance (accident and daily sickness benefits insurance)
- Occupational/private pensions
 - Property and liability insurance
 - Legal protection insurance

Start-up guide

In "Meine eigene Firma" (My Own Business) you will find numerous tips for your start in occupational self-employment.

Online legal advice with MyRight.ch

Penetrating the thicket of laws and regulations is virtually impossible unless you are a lawyer. As a customer of the start-up package, a clever helper is at your side: MyRight.ch from AXA-ARAG.

AXAjur – legal advice by phone

Do you have a legal question? You'll get your answer here. Over the next three years you are entitled to obtain legal information by phone worth CHF 100.

Homepage tool from Swisscom

Helps you to create a simple and professional company website – free of charge for 4 months as an AXA customer.

Business software Sage Start

The software Sage Start has been specially developed for new company founders and small businesses. This helps you carry out your bookkeeping, tendering and invoicing safely and simply. As an AXA customer, you benefit from a 30% discount on the Gold subscription from Sage Start Enterprise for the first 36 months.

Seminar for company founders

In the seminar "Ich mache mich selbständig" ("Starting out on your own") at the Migros-Klubschule, you will learn how to properly plan and execute your company start-up. The start-up package includes a voucher worth CHF 100 for the seminar.

Business plan tool

A tool to help you create your business plan.

What types of insurance do you really need? /

During the initial phase of a company start-up, you want to be certain that every franc you invest is going to help your company thrive and expand. That's why it's especially important to ensure that your insurance solutions are efficient and take full account of the priorities of your business.

Risk analysis

As a young entrepreneur you will ask yourself the following questions:

- What insurance do I need?
- What risks cannot be insured?
- What risks are irrelevant?

Your advisor from AXA helps you assess your personal and professional situation.

Mandatory insurance

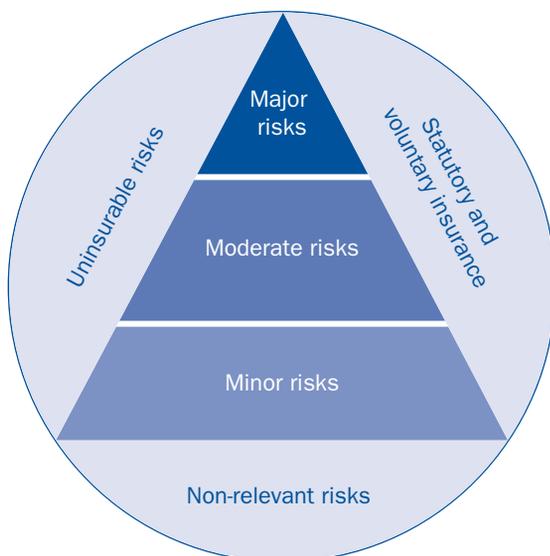
The provisions for mandatory insurance don't always apply and are not the same for all companies.

There are differences depending on the business's legal form and sector. We can help you take the right decisions at an early stage.

Customized insurance

Which voluntary insurance will add value to your business? When does it make sense to purchase additional coverage? Questions like these can only be answered on a case-by-case basis. AXA will work with you to find a solution that is in the best interests of you and your company.

Risk situation



Risk management



An all-inclusive package that offers the right degree of protection /

Do you want to protect your new company? If so, you will need insurance. Customized business insurance will help to protect your balance sheet and income statement against potential negative impacts. And a clear overview of your benefits will let you know exactly where you stand.

Targeted advice

Together with your advisor, you will analyze the risk and pension situation for your company. AXA will then draw up a needs-oriented solution aimed at optimizing your financial security.

Scope of advice offered





Personal insurance

Insuring all your accident and daily sickness benefits under one contract means that you benefit not only from simplified administration but also from an attractive package discount. Combining the different forms of coverage into a single contract enables optimum coordination of the insured benefits and helps avoid overinsurance or gaps in your coverage. We therefore recommend that you combine your insurance into one transparent, needs-oriented package covering:

- Daily sickness benefits insurance for employees
- Mandatory accident insurance in accordance with the UVG
- Accident insurance, supplementary to the UVG, for employees
- Accident insurance for customers and visitors
- Accident and health insurance for company owners

Pension fund (BVG)

Simple and uncomplicated entry into occupational benefits.

Property insurance

A property insurance policy provides protection against the financial consequences of damage, destruction or loss of goods and facilities resulting from fire, natural forces, water, theft, or glass breakage, including:

- Loss of earnings and additional costs in connection with property damage
- Cost of cleanup and disposal, accounts receivable, employee and visitor effects
- Damage to technical equipment and machinery
- Damage to transported goods
- Damage to buildings

Accounts receivables insurance

This covers invoices that have been issued but not settled. As the company owner, you will be protected if your customers are unable to pay. You will also benefit from a credit check, professional debt enforcement, and a guaranteed indemnity three months after you file a claim.

Liability insurance

Liability insurance covers you against third-party claims based on statutory liability provisions that are brought against the insured or the company or that arise from the building or land you own. It also defends you against unjustified claims.

Vehicle insurance

Vehicle insurance protects your motor vehicles against claims relating to liability, full or partial accidental damage, and accidents.

Legal protection insurance

This insurance protects your company's legal interests and covers the costs arising from disputes.

Cyber insurance

Cyber crime and data misuse are growing threats for every company. AXA's cyber insurance bears the costs if protection systems fail or employees act against the interests of your company.

Personal insurance for you and your employees /

For your personal insurance, AXA offers you a comprehensive package that covers all aspects of your business and provides benefits that are tailored to your needs. What is covered by mandatory social insurance? And when does it make sense to purchase supplementary insurance?

The first question to ask is: Who actually needs to be covered by social insurance? The answer is: All employees. As the owner of a limited company or corporation, you are subject to the same insurance obligations that apply to all employ-

ees. On the other hand, if you're self-employed, the only mandatory forms of insurance are the state pension (AHV), disability (IV), and income replacement (EO). For self-employed persons, it is therefore especially important to analyze the necessity of setting up a voluntary pension plan.

Efficient partnership

AXA will look after all the administration so that you can concentrate on what is most important. AXA's services include:

- Annual electronic transfer of salary notifications
- Online claims notification
- Online forms and administration services

Contribution rates for mandatory insurance

		Applicable salary	Employer/employee	Self-employed person
AHV/IV	Old age, survivors' and disability insurance	The whole salary	5.125% / 5.125%	Max. 9.65%
EO	Income compensation benefits, maternity allowance			
ALV	Unemployment insurance	Annual salary up to CHF 148,200	1.1% / 1.1%	No contributions
FCF	Family compensation fund	The whole annual salary	Varies by canton (e.g. Zurich: 1.1%)	Mandatory in some cantons
UVG	Accident insurance for occupational and non-occupational accidents (OA/NOA)	Annual salary up to CHF 148,200	OA/NOA rate	Voluntary
BVG	Occupational benefits	Max. effective salary of CHF 84,600 less coordination deduction of CHF 24,675 equals max. pensionable salary of CHF 59,925	7% – 18% of savings contributions plus risk insurance and Guarantee Fund contributions. The employer must pay at least half of these.	Voluntary

Status: 1. 1. 2017



Persons subject to insurance coverage

	Employees and owners of a limited company or corporation	Single-owner companies or partnerships (self-employed persons)
Voluntary	<ul style="list-style-type: none"> ■ Daily sickness benefits* ■ Accident supplementary ■ BVG extra-mandatory 	<ul style="list-style-type: none"> ■ Daily sickness benefits ■ Accident, company owners ■ BVG ■ Private pension
Mandatory	<ul style="list-style-type: none"> ■ AHV/IV/ALV ■ Accident as per UVG* ■ BVG mandatory** 	<ul style="list-style-type: none"> ■ AHV/IV*

* Mandatory for construction and catering companies with collective labor agreement (GAV)

* Companies involved in construction and related activities and manufacturing companies must be insured with SUVA. Those working more than 8 hours a week also have accident coverage during off-hours.

** Mandatory from an annual salary of CHF 21,151

Larger deduction in Pillar 3 possible; option to insure in Pillar 2

* Unemployment insurance ALV not possible

Status: 1. 1. 2017

Overview of personal insurance

	Description	Recommendation	Offer from AXA
Federal Act on Accident Insurance (UVG)	All employees must be insured against occupational accidents. Employees who work more than 8 hours a week must also be insured against accidents in their off-hours (non-occupational accident). Self-employed persons can take out UVG coverage voluntarily.	The maximum pensionable salary is CHF 148,200. We recommend that you consider taking out supplementary insurance for any salary that exceeds this amount.	Personal insurance "Professional"
BVG	Mandatory insurance applies to employees with an annual salary above CHF 21,150 starting on January 1 after the year in which they turn 17. Self-employed persons can take out insurance voluntarily with a collective foundation, their professional association's pension fund, or the National Substitute Pension Plan.	We will be glad to advise you about the possibilities that exist for extra-mandatory coverage for disability, old age, and death so that you and your employees are sufficiently protected and are able to take advantage of tax breaks.	BVG Basic/Plus/Family
Daily sickness benefits	Only mandatory for special collective labor agreements as in the hospitality and construction sectors. A self-employed employer can take out insurance alongside his employees.	Unless you have daily sickness benefits insurance, you may find yourself facing a serious shortfall in income. This risk, however, is covered under the employer's obligation to continue salary payments in the event of an illness.	Personal insurance "Professional"
Private pension	It certainly makes sense to top up the benefits of AHV/IV and BVG with a private pension (Pillar 3a or 3b). With the tied pension 3a, you can also make a larger deduction from your taxes: <ul style="list-style-type: none"> ■ Self-employed with Pillar 2 (BVG) CHF 6,768 per year ■ Self-employed without Pillar 2 (BVG) 20% of income up to CHF 33,840 per year 	As the company owner, you will need to review your situation as regards pensions and taxes. And as a self-employed person, it is particularly important that you work with your advisor to analyze your coverage in the event of disability or death.	Private pension

Status: 1. 1. 2017



Start-up package: Your benefits /

Start-up guide

The “My Own Business” guide will answer the most pressing questions that you will face during the start-up phase. From choosing the right legal form for your business, all the way through to business plans, finances, and protection for the owner, employees and company.

Legal support

MyRight.ch – the link to legal information

The website offers:

- Checklists and templates for downloading
- Personalized contracts that you can generate interactively
- Answers to standard legal questions

AXAjur – legal advice by phone

Faced with a standard problem that calls for an answer?

MyRight entitles you to obtain legal information by phone worth CHF 100 in the following areas over the next three years:

- Labor law
- Contract law (contracts subject to the Swiss Code of Obligations; excluding company law and securities law)

Homepage tool from Swisscom

For designing your company website – simply and professionally. 4 months’ free use as an AXA customer.

Business software Sage Start – your start-up under control

Focus from the start on what really matters – your business.

As an AXA customer, you benefit from a 30% discount on the Gold subscription from Sage Start Enterprise for the first 36 months.

Just choose the range of functions that's right for you.

An easy start. Successful growth.

Simply to use and extremely efficient: Invest your precious time in your core business – right from the start. This modern solution offers you steady support in your daily work and grows with you.

The course “Ich mache mich selbständig“ (“Starting out on your own”)

Content	Advantages / disadvantages of starting your own business, business plan, legal forms (AG, GmbH, Co. or single-owner) and commercial register, insurance (AHV, ALV, IV, EO, FAK, SUVA) and pensions, advertising and marketing, finances and taxes
Lessons	16
Requirements	No prior knowledge required
Target group	Persons who are about to start their own small business
Conclusion	Course certificate
Course location	As offered on www.klubschule.ch
Course provider	Klubschule Migros

Course for company founders

The Migros-Klubschule offers a course on starting out on your own (“Ich mache mich selbständig”). Here you can learn the basics for getting your business up and running.

You will learn how to plan and take the first steps correctly when starting your own business.

The course gives you an in-depth appreciation of the processes and environment in which small and medium-size companies operate. It also looks at company law, the commercial register, the legal forms under which businesses can operate, and the basic legal requirements.

As a start-up package customer, you will benefit from a **CHF 100** discount on registration.

Business plan tool

The software supports you with practical examples and automates the generation of your financial planning: income statement, capital requirement, financing, cash flow, balance sheet.

Questions frequently asked by company founders /

How do I register my company with the AHV?

You will receive the registration forms automatically after you have entered yourself in the commercial register. In other words, you don't have to do anything for the time being. If you have a sole proprietorship that does not need to be entered in the commercial register, you will need to notify the compensation fund (AHV/IV/EO) if you make a profit of more than CHF 2,300* annually (Art. 19 of the AHV ordinance). The compensation fund will then decide whether you are "independent" as defined by the law on social insurance. The AHV publishes a summary sheet that defines these criteria for self-employed persons.

I would like to withdraw my pension fund and Pillar 3a assets in order to start my own business. What should I do?

Only those who are registered as self-employed with the compensation fund can withdraw their assets from the occupational benefits insurance. The same applies to assets from a Pillar 3a account. Self-employment refers to sole proprietors or partners. Owners of corporations or limited companies have employee status and are not allowed to withdraw their Pillar 2 and Pillar 3a assets.

For this reason, entrepreneurs often first set up a sole proprietorship, which they then change into a corporation or limited company at a later date. The application to withdraw assets must be filed within one year of the date on which you become self-employed.

How are the assets I withdraw from my pension fund and Pillar 3a account taxed?

The federal and cantonal authorities will tax the assets you withdraw as income, but at a reduced rate.

Repayment of withdrawn pension fund assets

You are under no obligation to repay the pension fund assets you withdraw, not even if you change the legal form of your company or close it down. You can, however, voluntarily repay the funds if you have an active occupational benefits plan that allows you to purchase additional benefits.

What possibilities do tax-privileged pension plans offer me as a self-employed person, i.e. as a sole proprietor or partner?

If you have employees who are covered under a BVG plan, you can take out insurance under the same plan, with one of AXA's collective foundations for example. On the other hand, if you have no employees you may be able to enroll with the pension fund of your professional association or the National Substitute Pension Plan. In addition, you can take out a Pillar 3a plan offering a reduced tax rate, just like an employee.

Instead of a pension plan, you can also open a Pillar 3a account for your benefits provision. This enables you to pay in as much as 20% of your income (max. CHF 33,840*). Your advisor will help you decide which type of pension and what level of benefits make the most sense for your situation.

Can a self-employed person voluntarily take out insurance against unemployment?

Self-employed persons are not eligible for unemployment insurance, not even on a voluntary basis. On the other hand, they do not have to pay any premiums.

How can I protect myself against the financial risks I may face if my employee falls ill?

Employers can cover their obligation to continue salary payments in the event of an employee's illness as defined in Art. 324 of the Swiss Code of Obligations by taking out daily sickness benefits insurance.

Including your spouse in the pension plan

Your spouse who works with you must be included in your occupational benefits plan if the salary exceeds CHF 21,150*. As the owner of a corporation you must be insured too if your salary exceeds this threshold. Self-employed persons can enroll voluntarily with their spouse's/employee's pension fund.

I'm about to take over the inventory of a going concern. How is this insured?

Property insurance usually covers existing facilities on a new-for-old basis. We recommend that you find out the current cost of any property you acquire. It is quite likely that the actual value of the property and facilities you are buying – should you have to replace them after a fire, for example – will be considerably higher than the amounts currently shown on your balance sheet.

Can I protect my earnings if my operations are disrupted because of fire or water damage?

Yes, you can take out business interruption insurance to cover the loss of earnings and additional costs.

See www.axa.ch/startup for more

AXA's insurance check

www.axa.ch/check

What insurance do you need?

The ideal preparation for your discussion with our insurance advisor.

**Pension and insurance matters demand individual attention.
AXA shows you fresh alternatives and delivers relevant solutions.**

Arrange for a no-obligation personal consultation today.

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