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The Manufacturers' Organisation

BUSINESS VISITOR REQUIREMENTS FOR EU TRAVEL



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SECTION 1: OVERVIEW OF BUSINESS TRAVEL TO THE EU

Long gone are the days when we could jump on a plane, train, ferry or car and pop over to the EU for our business trips without thinking twice. Since the UK left the EU, the rules and requirements for business travel have changed.

When we enter an EU or EEA country on behalf of our employers for business meetings, customer meetings, conferences and trade fairs, we now have to prove that we are simply visiting and not working or intending to stay for longer periods of time. The tricky thing is each EU and EEA country has variations on what activities you can undertake as a business visitor without a work permit.





1.1. The Schengen area

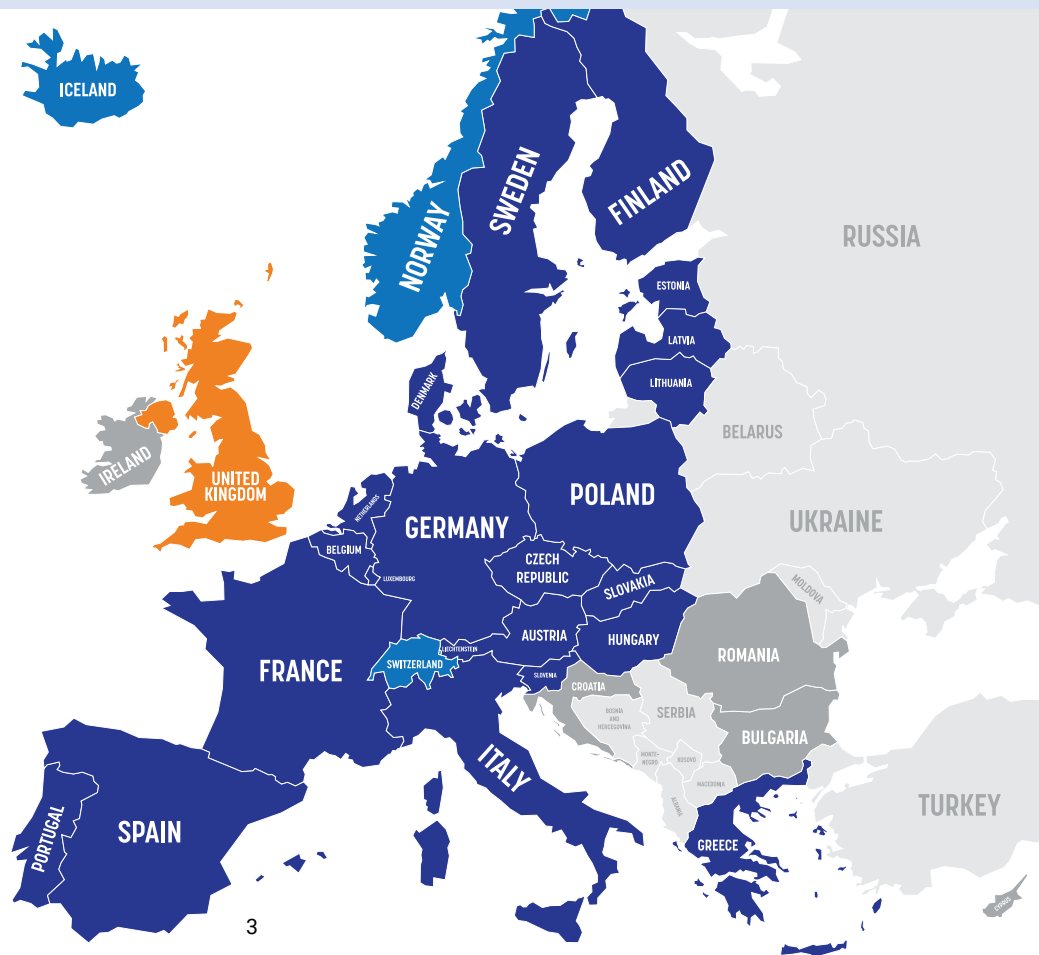
Most EU countries are in the Schengen area. The Schengen area includes most member states and EEA countries and provides a framework whereby Schengen countries have removed border control between themselves allowing for visa-free entry. Non-Schengen countries can also enter the Schengen area without the need for a Visa if they are in the Schengen Visa Waiver Scheme.

While there is no requirement to have a Visa upon entry, there is a 90-day maximum stay in any 180-day period. The UK is in the Schengen Waiver Scheme and therefore, all EU nationals and UK nationals do not require a Visa to enter the Schengen area. There is a tool where travellers can calculate their days spent in the Schengen area.

Although being in the Schengen Visa Waiver Scheme avoids the need for an entry Visa, it does not expressly permit work. Therefore, if a visitor undertakes work, they will have to apply for a work permit or work Visa.

SCHENGEN AREA

-  Schengen area (EU countries)
-  Schengen area (non-EU countries)
-  EU countries outside the Schengen area
-  United Kingdom



1.2. Proof that the traveller is a genuine business visitor

A business visitor can enter the Schengen area without a Visa although they will still have to establish their Visa free travel. This includes reason for visit, duration of stay and relevant documents that must be shown upon arrival at the border of the first country within the Schengen area visited.

Therefore, UK business visitors can expect a small delay at borders due to the amount of paperwork that is required to be presented. Whilst there is no need for a Schengen Visa (C-type), it may be attractive to apply for one if an employee travels to Europe regularly. A Schengen Visa will allow a business visitor through the border without the requirements to show additional paperwork.

However, whether the business visitor holds a Schengen Visa or not, there is still the requirement to prove their intention to travel and visit. Unfortunately, the border police may not take your word for it without any proof!

1.3. Enforcement of compliance with the Schengen rules for business travel

UK nationals will be logged into and out of the Schengen area digitally at the border. This means that Schengen member states count the days, and they can exclude those who overstay, and the business visitor may lose their Visa-free status if they have overstayed. This means that the employee will lose their right to enter the Schengen area without a Visa and may find that this will become a barrier when applying for a Schengen if they have received a “denied access” status.

It is important to remember, the 90-day stay includes tourists. If an employee regularly travels to the Schengen area for business trips and then also takes a holiday in the Schengen area, this will count towards their 90 days as well. The 90-day stay limit applies to the whole Schengen area not individual countries upon exit and entry. Therefore, a traveller would not be allowed to stay for 90 days in France and then another 90 days in Germany for example.



SECTION 2:

NEW NOTIFICATION SYSTEMS ETIAS AND EES

2.1. European Travel Information and Authorisation System (ETIAS)

In 2022, a brand-new Schengen-wide notification system will have a soft launch, becoming mandatory by the end of 2022. The system is called “ETIAS” and stands for European Travel Information and Authorisation System.

This means that all non-EU nationals will be required by EU law to apply for an ETIAS Visa Waiver when visiting the Schengen area in advance of travel. The notification is required for all tourism and business travellers who will be allowed to stay for 90 days in a 180-day period.

The application will be online, and it will pre-screen travellers even before they board an aeroplane, car, train or ferry. Once approved, an ETIAS Visa Waiver can be used for up to three years or until the individual's passport expires and it is a security check that will be carried out prior to arrival in the Schengen Area.

This allows the Schengen member states to effectively count the days spent in the Schengen area by tourists or business visitors.

The ETIAS Visa Waiver is not a substitute for a Schengen Visa, nor does it allow for stays longer than 90 days. The new scheme is in addition to the paperwork in this guide that is required to prove that the traveller is a genuine business visitor. Tourists are not required to provide the same documents as business visitors as they are travelling for leisure however, they are required to show their return travel tickets, proof of accommodation and their passport.

Therefore, from the end of 2022 onwards, all UK nationals will be required to show their ETIAS status by their travel carrier before beginning their trip.

2.2. Entry and Exit System (EES)

In addition to ETIAS, all non-EU nationals will be required to comply with a new mandatory entry and exit system, known as EES. This will be launched in the first half of 2022. It is an automated IT system that applies to all travellers, whether they are visa holders or visa-exempt and tourists.

EES is not restricted to the Schengen area but applies to all European countries. The system will register a traveller's name, type of travel document, biometric data (photo and fingerprints) and the date of entry and exit of each country they visit.

The system will record refusals of entry and will replace the manual stamping of passports. Airports will have new kiosks where travellers log their details upon arrival. Travellers will have to complete their EES notification for each country they enter and again on exit.

Where UK travellers take the Eurotunnel, Le Shuttle or a ferry, the EES system will be enacted at the UK side of the border.

SECTION 3:

REQUIREMENTS FOR UK BUSINESS VISITORS

Under the Schengen Visa Waiver Scheme, the following documents are listed as examples of proof a business visitor can provide at the border. This is the full list, and the border police may not ask for all the documents each time, they will ask for as much evidence as they want before they are satisfied that the traveller is indeed a genuine business visitor. The only variation on this list will be the amount of minimum subsistence that the employee is required to have when they travel. This amount varies by country.

3.1. A letter of support from the sending (UK) employer – Appendix A

This should be on company headed paper and include the following:

- Name, job title, salary and length of employment
- Length of the trip, address where they will be staying and address of the place of visit
- Name of company/client/customer they will be visiting and their registered address
- Reason for visit and confirmation that the sending (UK) employer will be meeting the traveller's expenses
- Contact name and details of a representative of the sending (UK) employer

3.2. A letter of invitation from the host employer – Appendix B

This should be on the receiving employer's headed paper and mirror the letter of support above including:

- Why they have invited the employee and details of the trip
- Confirm that they are not providing remuneration to the employee

3.3. Evidence of Schengen compliant health insurance

Employers should note this is not the same as travel insurance. We recommend you check with your existing policy provider to see if health insurance for travel to the EU is included in the company policy. Schengen compliant will mean that a minimum coverage of €30,000 per employee is provided. The employee will need a copy of the Schengen compliant health insurance policy/certificate on them when they travel. The policy document or certificate should have the contact details of the policy provider should the employee need to claim whilst in the Schengen area.

3.4. Proof of return travel

This is to show the border police on arrival into the Schengen area that the traveller does indeed intend to return to the UK after their business trip. This can include:

- Return airplane tickets
- Return train (Eurostar) tickets
- Return ferry booking/tickets or Eurotunnel return tickets if travelling by car.

3.5. Proof of accommodation

This is to show where the traveller will be staying whilst in the Schengen area and proves that the traveller has the funds to accommodate their stay. This will usually be a booking receipt for a hotel, Airbnb, service department or other forms of hospitality.

3.6. Proof of means

The traveller must be able to show that their employer is meeting their travelling expenses whilst on their business trip and are able to meet their outgoings for the duration of the visit. This can be proven with the relevant sum of cash or a recent bank statement showing funds in the traveller's bank account.

3.7. Valid passport

Perhaps the most obvious requirement but one they can't forget! It must have been issued within the last 10 years and have at least two blank pages.

3.8. Short-term business visits in the UK EU Trade and Cooperation Agreement (TCA)

Under the agreement between the UK and the EU which governs future cooperation and trade, the UK and the EU countries have agreed a list of activities which are recognised as short-term business visits. However, it is essential to understand that there are both exemptions to this list for each country in the agreement and that ultimately the individual country will be responsible for managing their own border and immigration systems. This means there will be differences between the list of activities in the Trade and Cooperation Agreement (TCA) and the lists provided by each country. It is the rules of the country you are travelling to which must be complied with.

Should you find any difference between the list of activities permitted in a country please contact Make UK for further assistance.

SECTION 4:

BUSINESS VISITOR ACTIVITIES

A short note on business visitor activities. Below is a list on permissible activities that a business visitor can undertake in each Schengen member state under the Schengen Visa Waiver Scheme. The list is exclusive and therefore, if the employee is travelling for a reason outside of the list of permissible activities, then they cannot enter as a business visitor. That is, Visa and work permit free. If the activity isn't on the list, then the employee will need a work permit for their trip. Further advice can be found here [MAKE UK - EU Support](#) ▣

WARNING

It is not up to the individual or company to self-determine whether they are a business visitor or not. If their reason for travel is not on the list, then they are not a business visitor. More importantly, whether the employee needs a work permit or not, this is not defined by length of time. If the employee is travelling for a reason that is not a permissible business visitor activity and is only going for one day, that still does not make them a business visitor.

4.1. Business visitor activities in Austria SA

A business visitor travelling to Austria can undertake the following activities:

- running or attending job interviews
- attending trade fairs for no longer than 7 days a month or 30 days in a calendar year
- attending board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating deals or contracts
- attending conferences
- team building activities
- buying goods and services
- receive classroom-based training as long as it's for the same company or group

Austria does not have a minimum amount of subsistence that an employee should be given by their employer. We recommend an amount in the region of €50 a day.

4.2. Business visitor activities in Belgium SA

A business visitor travelling to Belgium can undertake the following activities:

- running or attending job interviews
- attending trade fairs or seminar conventions
- board meetings
- meeting clients or customers
- meeting colleagues, contractors or sellers
- negotiating, signing and executing deals or contracts
- touring a company facility
- receiving goods supplied and manufactured by a Belgian company
- team building activities

Or for the following types of training, as long as it's for the same company or group:

- receiving classroom-based training
- receiving on-the-job training
- shadowing someone's job

You also do not need a visa or permit if attending closed circle meetings for a maximum of 20 consecutive days at a time and 60 days a year. This includes customer negotiations, staff evaluations and company strategy meetings.

The minimum subsistence for a business visitor must be €95 a day.

4.3. Business visitor activities in Bulgaria

Bulgaria is not within the Schengen area, however, has a separate 90-day stay rule that will be aggregated outside the time spent in the Schengen area.

A business visitor travelling to Bulgaria can undertake the following activities:

- running or attending job interviews
- attending trade fairs or conventions
- attending board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating deals or contracts
- attending, speaking or presenting at a conference (unpaid)
- team building activities
- visiting business partners
- attending business meetings
- touring a company facility
- buying goods for sale outside the country
- receiving classroom-based training

The minimum subsistence for a business visitor must be €50 a day.

4.4. Business visitor activities in Croatia SA

A business visitor travelling to Croatia can undertake the following activities:

- running or attending job interviews
- going to court as witness
- attending trade fairs
- attending board meetings
- meeting clients or customers
- meeting colleagues, contractors or sellers
- touring a company facility
- team building activities

The minimum subsistence for a business visitor must be €70 a day.

4.5. Business visitor activities in Cyprus

Cyprus is not within the Schengen area, however, has a separate 90-day stay rule that will be aggregated outside the time spent in the Schengen area.

A business visitor travelling to Cyprus can undertake the following activities:

- attending seminars or conventions or trade fairs
- attending and speaking at conferences
- running or attending job interviews
- negotiating, signing or executing deals or contracts
- meeting with clients, customers or colleagues
- meeting with contractors or vendor
- providing and receiving classroom-based or on the job-training
- shadowing someone's job
- providing legal advice to a client
- internal auditing
- fact-finding visits
- attending kick-off meetings
- installing or upgrading software, machinery or hardware
- testing related to product delivery, IT acceptance testing and troubleshooting and software upgrades
- attending board meetings

Cyprus does not have a minimum subsistence for a business visitor however, we recommend €50 a day.



4.6. Business visitor activities in the Czech Republic SA

A business visitor travelling to The Czech Republic can undertake the following activities:

- running or attending job interviews
- meeting with recruitment and talent agencies
- acquisitions, such as due diligence prior to purchase, or pre-closing activities
- attending a trade fair or seminar convention
- attending a board meeting
- attending a workshop
- attending, speaking or presenting at a conference (unpaid)
- meeting a client, customer or colleague
- attending a meeting with a contractor or vendor (including entertainment like eating at a restaurant)
- fact-finding visits
- touring a company facility
- negotiating deals or contracts
- team-building activities

The minimum subsistence for a business visitor must be €35 a day or 883.13 CK.

4.7. Business visitor activities in Denmark SA

A business visitor travelling to Denmark can undertake the following activities:

- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- giving or receiving training
- negotiating deals or contracts

The minimum subsistence for a business visitor must be €67.24 a day or 500 DKK.

4.8. Business visitor activities in Estonia SA

A business visitor travelling to Estonia can undertake the following activities:

- attending business meetings
- buying goods for sale outside the country
- providing consultations
- touring or inspecting a company facility
- fitting, maintaining, or repairing equipment
- attending trade shows, seminars, conferences or conventions
- attending training

The minimum subsistence for a business visitor must be €116.80 a day.

4.9. Business visitor activities in Finland SA

A business visitor travelling to Finland can undertake the following activities:

- attending job interviews
- attending trade fairs or conferences
- attending board meetings
- meeting clients or customers
- meeting colleagues, contractors or vendors
- fact-finding visits
- providing legal advice to a client
- speaking or presenting at a conference (paid or unpaid)
- team-building activities
- installing, upgrading, troubleshooting and repairing machinery, hardware or software
- carrying out an internal audit
- signing executive deals and contracts
- supervising the work of a vendor, contractor, or managing a team

Or for the following types of training, so long as it's for the same company or group:

- receive classroom-based training
- receive on-the-job training

The minimum subsistence for a business visitor must be €30 a day.

4.10. Business visitor activities in France SA

A business visitor travelling to France can undertake the following activities:

- running or attending job interviews
- attending trade fairs
- board meetings
- meeting clients or customers (including entertainment such as eating at a restaurant)
- meeting colleagues, contractors or sellers
- carrying out fact-finding visits
- negotiating, signing and executing deals or contracts
- attending, speaking or presenting at a conference if you're not being paid
- team building activities

Or for the following types of training, so long as it's for the same company or group:

- receive classroom-based training
- receive on-the-job training
- shadowing someone's job

The minimum subsistence for a business visitor must be at least €65 a day per person

4.11. Business visitor activities in Germany SA

A business visitor travelling to Germany can undertake the following activities:

- running or attending job interviews
- attending trade fairs
- board meetings
- meeting clients or customers, including entertainment such as eating at a restaurant
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating deals or contracts
- attending, speaking or presenting at a conference, as long as you're not being paid
- studying for up to 90 days in a rolling 180-day period
- team building activities

Or for the following types of training, so long as it's for the same company or group:

- receive classroom-based training
- receive on-the-job training
- shadowing someone's job

The minimum subsistence for a business visitor must be €45 a day.

4.12. Business visitor activities in Greece SA

A business visitor travelling to Greece can undertake the following activities:

- attending a job interview
- attending a trade fair
- attending a board meeting
- attending a meeting with client or customer
- attending meetings with colleagues
- attending a meeting with a contractor or vendor
- negotiating deals or contracts
- team building activities

The minimum subsistence for a business visitor must be €50 a day.



4.13. Business visitor activities in Hungary SA

A business visitor travelling to Hungary can undertake the following activities:

- attending business and sale meetings
- buying goods for sale outside the country
- running or attending job interviews
- meeting with recruitment agencies and talent
- acquisition trips, such as buying business operations, carrying out due diligence prior to purchase and pre-closing activities)
- attending a trade fair, seminar convention or workshop
- attending board meetings
- team building activities
- meeting colleagues, contractors or sellers
- meeting clients or customers (including entertainment like eating at a restaurant)
- fact-finding visits
- touring a company facility
- negotiating, signing and executing deals or contracts

Or for the following types of training, as long as it's for the same company or group:

- receive classroom-based training
- receive on-the-job training
- shadowing someone's job

The minimum subsistence for a business visitor must be €3.19 a day.

4.14. Business visitor activities in Italy SA

A business visitor travelling to Italy can undertake the following activities:

- running or attending job interviews
- attending trade fairs
- board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating, signing and executing deals or contracts

- attending, speaking or presenting at a conference if you aren't being paid
- team building activities
- installing, upgrading and troubleshooting software or machinery where there's an after-sales contract in place
- taking part in technical training
- consulting
- completing an after-sales service

Or for the following types of training, as long as it's for the same company or group:

- receiving and providing classroom-based training
- shadowing someone's job

The minimum subsistence for a business visitor must be €269.60 (in total) for stays up to five days and €44.93 a day for stays longer than 5 days.

4.15. Business visitor activities in Latvia SA

A business visitor travelling to Latvia can undertake the following activities:

- running or attending job interviews
- attending trade fairs
- attending board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating, signing and executing deals or contracts
- attending, speaking or presenting at a conference as long as you're not being paid
- studying
- team-building activities
- visiting business partners
- conducting research or developing professional contacts

Or for the following types of training as long as it's for the same company or group:

- receiving classroom-based training
- receiving on-the-job training
- shadowing someone's job

The minimum subsistence for a business visitor must be €14 a day.

4.16. Business visitor activities in Lithuania SA

A business visitor travelling to Lithuania can undertake the following activities:

- carrying out business activities, such as meeting clients and colleagues
- transferring from a UK-based company to a branch in Lithuania
- working for a company in Lithuania on a Lithuanian contract
- providing services to a client
- carrying out self-employed work

The minimum subsistence for a business visitor must be €40 a day.

4.17. Business visitor activities in Luxembourg SA

A business visitor travelling to Luxembourg can undertake the following activities:

- attending trade fairs
- attending board meetings
- attending meetings with clients or customers
- attending meetings with colleagues, contractors or sellers
- negotiating, signing or executing deals or contracts
- attending, speaking or presenting at a conference (paid or unpaid)
- receiving classroom-based training

Luxembourg does not have a minimum subsistence for a business visitor however we recommend an allowance in the region of €50 a day.

4.18. Business visitor activities in Malta SA

A business visitor travelling to Malta can undertake the following activities:

- attending business and sales meetings
- attending trade fairs
- attending board meetings
- attending project kick-off meetings
- attending seminars or conventions
- attending, speaking or presenting at a conference (paid or unpaid)

- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- team-building activities
- conducting market research or studies

Or for the following types of training, as long as it's for the same company or group:

- receiving classroom-based training
- receiving on-the-job training

The minimum subsistence for a business visitor must be €48 a day.

4.19. Business visitor activities in the Netherlands SA

A business visitor travelling to The Netherlands can undertake the following activities:

- attending job interviews
- attending trade fairs
- board meetings
- business meetings with clients or customers (including entertainment such as eating at a restaurant)
- meeting colleagues, contractors or sellers of products or services you are * reviewing or fact-finding
- negotiating, signing or executing deals or contracts
- team building activities to get to know the company's culture

You don't need a visa or permit for these activities if they're for no more than 12 consecutive weeks in a 36-week period:

- receiving classroom-based training in the same company or company group, or in a clear training environment
- assembling or repairing hardware, machinery, or equipment on site, as long as the UK employer delivered the hardware to the customer
- installing, implementing or adjusting software, as long as the UK employer delivered the software to the customer
- providing end-user training for operating hardware or software, as long as the UK employer delivered the hardware or software
- receiving training or instructions on how to use goods manufactured in the Netherlands, or services to be performed in the Netherlands

The minimum subsistence for a business visitor must be €55 per day.

4.20. Business visitor activities in Norway SA

A business visitor travelling to Norway can undertake the following activities:

- running job interviews
- going to court as a witness
- attending seminars, conventions or trade fairs
- meeting clients or customers (including entertainment like eating at a restaurant)
- negotiating, signing and executing deals or contracts
- carrying out testing related to product delivery, such as IT acceptance testing

The minimum subsistence for a business visitor must be €53.34 a day or 528 NOK.

4.21. Business visitor activities in Poland SA

A business visitor travelling to Poland can undertake the following activities:

- running or attending job interviews
- going to court as witness
- attending trade fairs
- attending board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- internal auditing
- post-meeting productive work
- providing legal advice to a client
- fact-finding visits
- negotiating, signing and executing deals or contracts
- attending, speaking or presenting at a conference
- supervising the work of a vendor or contractor
- supervising and managing a team
- team building activities
- receiving classroom-based or on-the-job training
- shadowing someone's job

The minimum subsistence for a business visitor must be €67.76 (total amount) for stays up to three days or €4.52 a day for stays longer than three days.

4.22. Business visitor activities in Portugal SA

A business visitor travelling to Portugal can undertake the following activities:

- attending business and sales meetings
- running or attending job interviews
- buying goods for sale outside the country
- attending a trade show, seminar or convention
- searching for new suppliers
- negotiating and signing contracts
- touring a company facility
- team building activities

The minimum subsistence for a business visitor must be €40 a day with a minimum of €75.

4.23. Business visitor activities in Romania

Romania is not within the Schengen area, however, has a separate 90-day stay rule that will be aggregated outside the time spent in the Schengen area.

A business visitor travelling to Romania can undertake the following activities:

- running or attending job interviews
- attending trade fairs or conferences
- attending board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating, signing and executing deals or contracts
- attending, speaking or presenting at a conference if you aren't being paid
- attending team building activities
- touring a company facility
- receiving classroom-based training

Romania does not have a minimum subsistence for a business visitor however, we recommend €50 a day for the entire period.

4.24. Business visitor activities in Slovakia SA

A business visitor travelling to Slovakia can undertake the following activities:

- running or attending job interviews
- attending trade fairs
- attending board meetings
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating, signing or executing deals or contracts
- attending, speaking or presenting at a conference
- studying
- attending entertainment functions
- team-building activities
- supervising the work of a vendor or contractor
- supervising or managing a team
- completing internal audits for your company
- follow-up work after a business meeting

The minimum subsistence for a business visitor must be €56 a day.

4.25. Business visitor activities in Slovenia SA

A business visitor travelling to Slovenia can undertake the following activities:

- attending job interviews
- engaging in activities to establish a market presence in Slovenia
- conducting research or developing professional contacts
- attending a board meeting
- attending a trade show, seminar or workshop (unpaid) without selling or supplying goods to customers
- attending, speaking or presenting at a conference (unpaid)
- meeting clients, customers, business partners or colleagues
- attending meetings with contractors or vendors
- entertainment (within the context of networking and strengthening your relationship with the client)
- fact-finding visits
- troubleshooting machinery or hardware and software issues
- signing, negotiating and executing deals or contracts

The minimum subsistence for a business visitor must be €70 a day.

4.26. Business visitor activities in Spain SA

A business visitor travelling to Spain can undertake the following activities:

- attending business meetings or discussions
- attending seminars or fact-finding meetings
- attending conferences and workshops
- attending trade shows
- meeting clients or customers (including entertainment like eating at a restaurant)
- receiving classroom-based training

The minimum subsistence for a business visitor must be €573.23 (in total) for stays up to 10 days or €70.77 a day for stays longer than 10 days.

4.27. Business visitor activities in Sweden SA

A business visitor travelling to Sweden can undertake the following activities:

- running or attending job interviews
- going to court as a witness
- attending trade fairs
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers

- fact-finding visits
- negotiating, signing and executing deals or contracts in certain situations
- attending, speaking or presenting at a conference if you're not being paid
- team building activities
- leisure travel, such as holidays or visiting friends or family

The minimum subsistence for a business visitor must be €48.26 a day.

4.28. Business visitor activities in Switzerland SA

A business visitor travelling to Switzerland can undertake the following activities:

- running or attending job interviews
- attending trade fairs or conferences (but not presenting)
- meeting clients or customers (including entertainment like eating at a restaurant)
- meeting colleagues, contractors or sellers
- fact-finding visits
- negotiating, signing and executing deals or contracts
- touring a company facility

The minimum subsistence for a business visitor must be 100 Swiss Francs a day.

FURTHER SUPPORT

For more support with the new rules for employees visiting and working overseas our team can support you with telephone and consultancy support covering:

- Individual Member State requirements
- Rules on professional qualifications
- Social security and employment rules
- Completing the necessary paperwork and seeking the right authorisation

Contact **Nicola Kibble** to discuss your requirements

NKibble@makeuk.org

07775 911406

MAKE UK - EU Support ▢

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