



## **STEPS TO BE TAKEN WHEN DOING BUSINESS WITH CUBA**

1. To clearly define which sector you will approach (industrial, services, trade, etc.).
2. To apply at the Cuban Consulate (Embassy) in the country of origin for the **VISA A-7**, to explore business possibilities in Cuba, or for **VISA D-7** for traders. Both are issued at the Cuban consulate in the country of origin of the applicant, with the aim of introducing foreign entrepreneurs in business operations in Cuba. Tourism entrance visas can not be changed or modified to any other status once in national territory.
3. Once you have arrived to the Republic of Cuba, you should go to the Chamber of Commerce to find out about the enterprises with import licenses for the products you have to offer by their harmonized codes and/or duty entries.
4. To contact directly and without mediation with said enterprises in order to make your offer or to ask for the services of a consultancy agency authorized for these purposes. The offer shall come with catalogues or other samplings.
  - **Foreign entrepreneurs do not need any government authorization to directly commercialise with these Cuban enterprises, since the latter have the accreditation for such activities.**
5. If the foreign entrepreneur's offer turns out to be of interest for the Cuban enterprise, this will request official papers from said entrepreneur, such as:
  - a) Certificate of incorporation and by-laws of the enterprise he/she represents, which must have been established for five years.
  - b) Power of attorney which authorizes him/her to carry out commercial operations in national territory on behalf of the company, except for those cases in which the person is fully empowered for this purpose in the certificate of incorporation.
  - c) Trading Register Updated.
  - d) Bank report, issued no later than three months after the date in which its request was submitted.
  - e) Curriculum vitae of the person acting as representative.

**Note: The documents mentioned in items a) and b) must be authenticated before the Cuban Consulate in the entrepreneur's country of origin, then authenticated at the Ministry of Foreign Affairs of Cuba and afterwards before a Cuban public notary.**
6. Commercial operations in national territory will be carried out through a Cuban import enterprise or a trading agent.
7. After the three years, at the very least, stipulated by the Ministry of Foreign Trade, and a business volume with Cuban entities of no less than 500 000 USD, the company may request at the Chamber of Commerce of the Republic of Cuba, to open a branch office in Cuban territory.

For any other additional information you can get in touch with us at:  
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