

EXPAT GUIDE

The guide to living, working and studying in the Göteborg Region

THE REGION OF SUSTAINABLE GROWTH

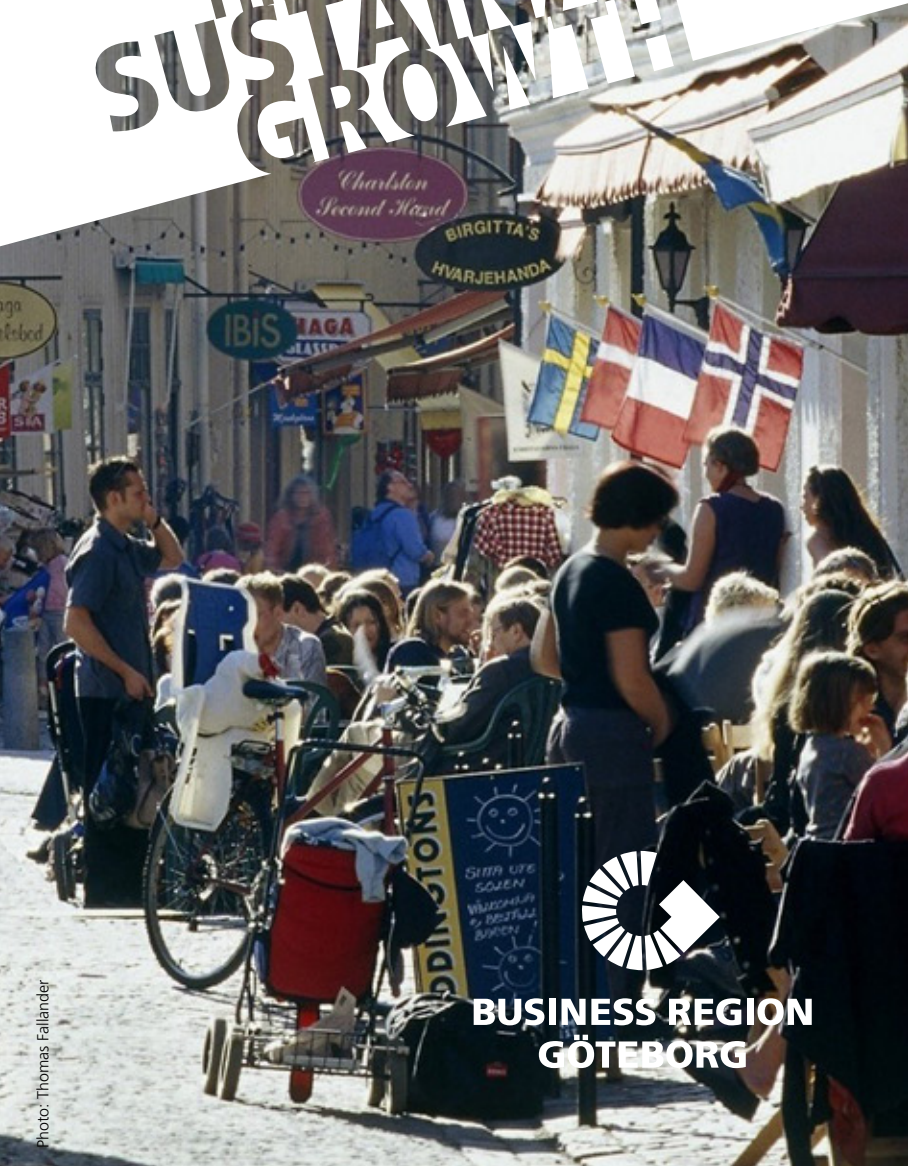


Photo: Thomas Fallander



**BUSINESS REGION
GÖTEBORG**

**FOR A MORE DETAILED VERSION
OF THIS GUIDE, PLEASE VISIT:
WWW.BUSINESSREGIONGOTEBORG.COM**



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WE TAKE

PLEASURE IN WELCOMING

...all the Expats to the Göteborg Region. We offer our assistance in helping you get settled here. Our web site is: www.businessregiongoteborg.com. Here you can download the complete Expat's Guide. Please feel free to contact us if you have any queries.

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BUSINESS REGION GÖTEBORG AB

is dedicated to strengthening and developing trade and industry in the Göteborg region. We are a non-profit organisation representing 13 member municipalities. Our goal is to contribute to sustainable economic growth, a high level of employment and a diversified economy. The information presented in this handbook is useful for expatriates, entrepreneurs, students or anyone relocating or moving to Sweden. However, the focus is on the Göteborg Region.

CHECK LIST

BEFORE MOVING

- Inform the appropriate authorities in your home country that you are moving abroad.
- Ensure that you have official documents covering such things as your civil status, work experience, educational qualifications and medical records with you.
- If your passport expires during the time you will be aware, it is advisable to renew it in order to simplify applying for work and residence permits.
- Apply for the necessary work and residence permits.
- Apply for a visa to Sweden, if necessary. Check if you need a visa at www.sweden.gov.se for a list of countries requiring a visa to enter Sweden.
- If you plan to reside in Sweden for less than 12 months, arrange health insurance in your home country.
- EU citizens should bring the European Health Insurance Card (or E111 form) issued to you in your home country. This form will cover health benefits until you are registered in the Swedish social security system.
- Apply for the E101 in your country if you plan to remain covered by your home country's social security system (EU citizens).
- If you are from a non-EU/EFTA country, fill in a TV 740 42 form covering customs relief for personal belongings.
- Make a complete inventory of all household items that will be moved to Sweden.
- Arrange housing.
- If you have children, research information about day care centres, schools and/or universities.
- Ensure that your driver's licence is valid for your planned period of residence in Sweden. If you come from a non-EU country your licence is valid for a year, then you would have to apply for a Swedish one.

AFTER MOVING

- Report to your local Swedish Tax Agency office. For the address, see Skattemyndigheten: www.skatteverket.se. If you plan to stay in Sweden for a year or more, apply for civil registration and a personal ID number (personnummer) at the Swedish Tax Agency.
- Report to your local Social Security Office (Försäkringskassan - for information see www.fk.se) to register for benefits. This only applies if you plan to stay in Sweden for a year or more and you will not be covered by your home country social security.
- Enrol children in daycare centers, schools or university, if applicable.
- Organise electricity and any other utilities.
- Open a bank account.
- Organise a telephone and internet connection.
- Resolve issues regarding special taxation for expatriates, pension funds, trade unions, etc.
- Enrol in a Swedish course.
- Apply for a Swedish identification card at a post office or bank.

- If you are an EU-citizen, register with the Migration Board (Migrationsverket) within 3 months of your arrival in order to obtain a residence permit. Use the MIGR141011 for this.
- For more information on residence permit and personal ID number, see below.

IMPORT OF GOODS

Personal Property

If you are an EU-citizen, you do not have to declare your belongings with the Swedish Customs. If you are a non-EU citizen, please contact Tullverket. See contact details below.

Tobacco & Alcohol

Exemptions from duty and taxes on alcohol and tobacco are strictly regulated. For further information visit www.tullverket.se or call tel +46 771 520 520 (From abroad +46 8 405 0000) or e-mail info@tullverket.se.

Vehicles

For information concerning registration and inspection requirements, visit www.vv.se, Vägverket (Sweden's National Road Administration) Telephone +46 771 119 119 or www.bilprovningen.se, telephone +46 8 759 21 00

Pets

The rules on bringing dogs and cats to Sweden from abroad were simplified in 2004. For more detailed information visit www.sjv.se or phone +46 36 155 000 or e-mail at jordbruksverket@sjv.se or fax +46 36 19 05 46.



Photo: Karim Hatoum

IN CASE OF EMERGENCY **DIAL 112**

This is a general number for all of Sweden. The operator will connect you and can assist at all times with matters concerning **ambulance, Rescue and Fire Brigade, Police, Doctor, Poison, Dentist and Priest.**

PERMITS

SOCIAL SECURITY AND MEDICAL CARE

RESIDENCE PERMIT

In April 2006 the legislation changed for EU/EES citizens. Information can be found at www.utrikes.regeringen.se and Migrationsverket (Swedish Migration Board) www.migrationsverket.se, email upplysningen@migrationsverket.se

PERSONAL ID NUMBERS & CIVIL REGISTRATION

If you intend to stay in Sweden for more than one year, you have to visit the local tax authority (Skattemyndigheten) as soon as possible to apply for civil registration and to receive your personal ID number (personnummer). For more information you can visit the homepage www.skatteverket.se (click on international for information in English) or call 0771-567 567.

SOCIAL SECURITY & MEDICAL CARE

In case of illness there are local medical centers, so called "vårdcentraler", all over Göteborg. They are listed in the phone book; Yellow Pages, in the blue section under "Västra Götalandsregionen – Hälsa och sjukvård", The "vårdcentraler" are also listed (according to which area of Göteborg you live in) at home page <http://primarvardengoteborg.vgregion.se/>

HOSPITALS (SJUKHUS) WWW.SAHLGRENSKA.SE

Mölnadals Sjukhus (adults)	Tel 343 1000
Sahlgrenska Sjukhuset (adults)	Tel 342 1000
Östra Sjukhuset (children & adults)	Tel 343 4000

WALK-IN CLINIC OPEN 24 HOURS

Capio Axess Akuten	Tel 725 00 00
Medical advice phone (24H)	Tel 703 15 00

PHARMACY (APOTEK)

Apoteket Vasen Tel 0771 45 04 50
Open 8am-10pm, all days, Götgatan 12. (In Nordstan shopping mall downtown Göteborg, there are extended opening hours) All pharmacies are listed in the phone book under the heading "Apotek".

DENTAL CARE (TANDVÅRD)

Children under 19 years of age have free dental care at the Folktandvården (National Dental Service). For adults, the Swedish health insurance covers a part of the total cost of dental care. Dentists are listed in the yellow pages phone book in the blue section under the heading "Tandläkare".

EMERGENCY DENTAL CLINICS (AKUT TANDVÅRD)

Akuttandvården	Tel 80 78 00
Tandakuten	Tel 16 54 49

SDS-KLINIKEN

Private clinic Tel: +46 31 107 780
Open Monday to Friday 8am-5pm, Vasaplatsen 8, www.sdskliniken.se.
General Practitioner, Physiotherapy, Psychology, Nutritionist. Spoken languages: French, English, German and Spanish.

BUSINESS AND TAXES

SALARIES AND TRADE UNIONS

Swedish salaries are influenced by the country's industry wide unions, which are a part of a central organization.

THE SWEDISH TAX STRUCTURE

The Swedish tax structure is in comparison with many other tax systems in Europe considered to be foreseeable, efficient and accessible, especially by foreign investors and business people. Corporate and individual tax returns are in general due on May 2nd every year.

CORPORATE TAX AND SOCIAL SECURITY CHARGES

Sweden has a corporate fixed tax rate of 26.3 %. Mandatory social security charges of 31.42 % are payable by employers on remunerations to employees.

PERSONAL INCOME TAX

Sweden's personal income tax ranges from 29 %-60 % depending upon your income level and the municipality in which you reside. Income of capital is generally taxed at a 30 % tax rate. Sweden has a special tax regime for expats which entitles individuals who qualifies as foreign experts or key personnel to exclude 25 % of the income and benefits from taxation for the first three years of employment in Sweden, provided that the total employment does not exceed five years. Application forms and additional information can be found at: www.forskarskattenamnden.se.

VALUE ADDED TAX (VAT)

The Swedish Value Added Tax (VAT) is harmonized with the VAT directives of the European Commission. The Swedish VAT, known as "moms" varies according to the type of goods and services purchased. The "moms" is 25% for clothes and household appliances, 12% for food and hotel charges, and 6% for personal transportation, books, magazines, daily journals, newspapers, and entrance fees to sports and cultural events, etc. Certain services are exempt from VAT.

ESTABLISHING A BUSINESS, PATENTS AND REGISTRATIONS

You can register your business with The Swedish Companies Registration Office (Bolagsverket) who also has issued a brochure "Starting up a Business" with information and guidance from six government authorities. Visit www.bolagsverket.se for more information. The Swedish Patent and Registration Office (PRV) is responsible for registration of patents, available at www.prv.se.

EDUCATION

INTERNATIONAL PRE-SCHOOLS

ABC All About Children Preschool www.abcallaboutchildren.com	Tel +46 31 125 891
The English Day Care and Nursery School www.theenglishschool.se	Tel +46 31 298 024
The French School franskaskolan@telia.com	Tel +46 31 165482
Happy Kids Education www.happykids.se	Tel +46 31 795 45 50
The International Preschool www.theinternationalpreschool.com	Tel +46 31 423 335

INTERNATIONAL SCHOOLS

The Aranäs High School (IB-International Baccalaureate Program) www.aranasgymnasiet.kungsbacka.se	
Deutsche Schule / German School www.tyskaskolan.nu	Tel +46 31 711 19 49
The English School in Göteborg www.theenglishschool.se	Tel +46 31 298 024
The French School www.franskaskolangoteborg.se	Tel +46 31 165 482
Grades 10–12 (IB-International Baccalaureate Program) www.ihgr.se	Tel +46 31 367 29 00
Hvitfeldtska Gymnasiet, IB-International Baccalaureate Program www.hvitfeldt.educ.goteborg.se	Tel +46 31 367 06 23
ISGR, The International School of the Gothenburg Region Grades 0–9 www.isgr.se	Tel +46 31 367 29 30
The Japanese School www.svenskjapanska.org	Tel +46 31 188 001
The Swedish-Finnish School www.sverigefinskaskolan.org	

UNIVERSITIES

Chalmers University of Technology www.chalmers.se	
IT University of Göteborg www.ituniv.se	
School of Business, Economics and Law www.handels.gu.se	
University of Gothenburg www.gu.se	

SWEDISH CULTURAL & LANGUAGE COURSES

The following are some of the schools and educational centres offering Swedish cultural and language training:

Berlitz Languages Services

www.berlitz.se

Tel :+46 31 606 241

Communicate

www.communicate.se

Tel: +46 31 769 15 69

EF Corp Language Training

www.ef.se

Tel: +46 31 750 97 00

Folkuniversitetet

www.folkuniversitetet.se/goteborg

Tel: +46 31 106 527

Lorensbergs

www.lorensbergs.se

Tel: +46 31 340 80 09

Medborgarskolan

www.medborgarskolan.se

Tel: +46 31 755 14 00

SFI-program (free education for Immigrants offered by state)

www.vux.goteborg.se, info@vux.goteborg.se

Tel: +46 31 613 900

Wållgren Information & PR

www.wallgren.se

Tel: +46 31 190 096

HOUSING & PRACTICAL ISSUES

RENTING AN APARTMENT

The Göteborg Housing Association (Boplats Göteborg) can assist you in finding rental accommodation which is unfurnished.

Boplats

www.boplatsgbg.se

Tel +46 31 10 02 50

If you are looking for furnished accommodation, you can contact the following:

Apartment AB

www.apartmentab.se

Tel +46 31 870 105

Bostruktur

www.bostruktur.se

Tel +46 31 107 828

Design Apartments

www.designapartments.se

Tel +46 31 802 240

Företagsbostäder

www.foretagsbostader.se

Tel +46 31 170 025

IT Bostad AB

www.itbostad.se

Tel +46 31 711 73 72

SGS Veckobostäder

www.sgsveckobostader.com

Tel +46 31 333 63 90

BUYING A HOUSE/APARTMENT

If you require a list of estate agents please visit:

www.boplatsgbg.se, info@boplats.se

Tel +46 31 100 250

All objects currently for sale can be found on www.hemnet.se

RELOCATION COMPANIES

Cito Moveo AB

www.citomoveo.com

Tel +46 31 723 21 60

Human Entrance AB

www.humanentrance.com

Tel +46 31 181 740

Newcomer's Relocation AB

www.newcomers.se

Tel +46 31 930 929

Nordic Relocation Group AB

www.nrgab.se

Tel +46 31 333 54 40

Key Relocation Center AB

www.keyrelocation.se

Tel +46 31 405 966

Probis AB

www.probis.se

Tel +46 31 338 49 99

Ulla Mattsson Consulting AB

www.umconsulting.se

Tel +46 31 944 250

WIN

www.handelskammaren.net/win

Tel +46 31 835 900

For a complete list of relocation companies please visit the homepage of the European Relocation Association www.eura-relocation.com

ELECTRICITY

Sweden has more than 100 electricity providers. You can choose your electricity provider but not your net provider. These are the major net providers in the Göteborg area:

www.fortum.se
kundservice@fortum.com Tel +46 204 600 00

www.goteborgenergi.se
kundservice@goteborgenergi.se Tel +46 31 626 000

www.molndalenergi.se
info@molndalenergi.se Tel +46 31 866 500

More information on the electricity market can be found at
www.elradgivningsbyran.se

TV CHANNELS AND CABLE TELEVISION

If you live in an apartment in the city area, you will most probably have access to cable television including CNN International, BBC world and British Sky news. Some providers are:

Com Hem
www.comhem.se Tel +46 771 550 000

Kabelvision
www.editorial.tele2.se Tel +46 20 022 5500

Telia
www.telia.se Tel +46 31 902 00

If you live in a house (not detached house) or outside of the city area, you may need to obtain a satellite dish or a digital box. Contact:

www.boxer.se or visit a TV store.

www.canaldigital.se

www.viasat.se

Note that you must have a television licence. Contact www.radiotjanst.se

TELEPHONE INSTALLATION

To install a phone in your home, you can contact:

Glocalnet
www.glocalnet.se Tel +46 775 75 75 75

TDC Song
www.tdcsong.se Tel +46 20 140 12 12

Telia
www.telia.se Tel +46 31 902 00

Tele 2
www.tele2.se Tel +46 8 562 640 00

CELL/MOBILE PHONES

Europe has a GSM 900/1800 system. Mobile service providers include:

Comviq
www.tele2.se Tel +46 200 222 040

Telenor
www.telenor.se Tel +46 20 222 222

Telia
www.telia.se Tel +46 31 90 200

INTERNET SUBSCRIPTION

Companies include:

Bredbandsbolaget

www.bredbandsbolaget.se

Tel +46 850 698 300

Com Hem

www.comhem.se

Tel: +46 771 550 000

Glocalnet

www.glocalnet.se

Tel +46 775 75 75 75

Rix Telecom

www.rixtelecom.se

Tel +46 200 580 580

Tele2

www.tele2.se

Tel +46 856 264 000

Telia

Tel +46 31 902 00

POST OFFICES

For information please visit

www.posten.se (English version)

Tel 020 23 22 21

BANKING

There are four major banks in Sweden:

Bohusbanken

www.bohusbanken.se

Tel +46 31 360 99 50

DnB NOR

www.dnbnor.se

Tel +46 31 333 46 00

Nordea

www.nordea.se

Tel +46 771 22 44 88

SEB

www.seb.se

Tel +46 31 6210 00

Svenska Handelsbanken

www.handelsbanken.se

Tel +46 31 774 82 30

Swedbank

www.swedbank.se

Tel +46 771 22 11 22

PUBLIC TRANSPORTATION

You can commute in the Göteborg Region via tram, train, bus or boat depending on where you reside. A map and time schedule of Göteborg's traffic system can be found at www.vasttrafik.se (click for English version). Local telephone number: 0771-41 43 00. Other websites on public transportation are www.goteborgs.trafikinformation.nu, www.trafik.nu and www.resplus.se

GÖTEBORG LANDVETTER AIRPORT

This is the international airport of Western Sweden. For general information regarding flight arrivals, departures, etc., contact the airport's central number at telephone +46 31 94 10 00 or view www.lfv.se

GÖTEBORG CITY AIRPORT

The City Airport is popular among low-cost airlines such as Ryanair. For general information regarding flight arrivals, departures, etc., contact the airport's central number at +46 31 926 060 or visit www.goteborgcityairport.se

CLUBS & CULTURE

INTERNATIONAL CLUBS

The American Women's Club	contactus@awcgothenburg.com
Anglo Swedish Society Göteborg www.angloswedish.se	bek@algonet.se
The British Club Gothenburg	gisela.barnard@telia.com
The Canadian Club of West Sweden	enostedt@gmail.com
The French Club	erik.svensson@franskakonsulatet.se
International Friends of Gothenburg www.ifg.nu	membership@ifg.nu
The International Women's Club www.iwcgothenburg.com	info@iwcgothenburg.com
The Mirrabooka Club	bim@acrevi.se
The Professional Women's Group	professionalwomensgroup@gmail.com
Toastmasters	president.gothenburg@toastmasters.se

LEISURE & PLEASURE

www.goteborg.se is a useful website that gives you information about local happenings and what the city of Göteborg has to offer. The site is available in 12 other languages, beside Swedish.

Shopping

Nordstan, Arkaden, The Avenue, Fredsgatan, Kungsgatan ... and much more!
Visit www.goteborg.com or www.gbqcity.se for more shopping information.

For local events visit

www.gotevent.se

For corporate hospitality & social events visit

www.braingate.se,

Tel: +46 768 84 32 27

For sports clubs visit

www.vsif.o.se

For the official webpage of Göteborg

www.goteborg.se

Restaurants, Coffeeshops, Bars & Night Clubs

Vasagatan and nearby Haga are very popular café areas. Then there is Linnégatan and the city center and the Avenue, the main street right in the heart of Göteborg.

"The Language Coffee Shop" attracts people from different nationalities and of all ages. The website www.sprakcafeet.com is in six different languages.

Tel: +46 31 774 21 50

For restaurant guide and coffeeshops,
visit www.goteborg.com

For clubs, pubs, bars, Casino etc.
visit www.goteborg.com.

Another website worth visiting is www.thelocal.se – "Sweden's news in English". This site also contains news and information on politics, money, lifestyle, sports, travel and more.

At the tourist offices in downtown Göteborg, there are always up-to-date brochures in English available as regards to the evening and night life of Göteborg.

Business Region Göteborg has a section on the English website covering information for expatriates working and living in the Göteborg Region. There is also a monthly column containing information about Swedish traditions, what is on in Göteborg for expats and an interview with an expat every month.

The address is: www.businessregiongoteborg.com, click on Expat Information.



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