How to initiate the cancellation of a business via e-Obrt?

For: Obrtnici

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Applicability: Cancellation procedure according to the service's official instructions

The official e-Obrt guidelines provide for the "11 Business Cancellation" procedure. Separate the online application to cancel your registration from the settlement of your final tax, insurance and contractual obligations.

Preparation before the application

Compile a list of receivables, payables, contracts, stock and system access. Consult a professional to determine which final returns and calculations apply to your tax and insurance status.

Plan for the retention of documentation after your departure. Do not disable access to the programme or your corporate email until you have downloaded the necessary documents and arranged for the resolution of any outstanding matters.

How to prepare this in your business

Create a schedule of final tasks with dates, responsible persons and documents to be downloaded. Place open customers and suppliers in one separate section, and tax and insurance checks in another. This ensures that task visibility is not lost after submitting the request to the register.

Before cancelling your business software, export it and check that you can open it. The document storage plan should continue to work even after you no longer have an active subscription or daily access to the programme.

Example of an open receivable

As of the planned cessation date, you still have an unpaid invoice. In the closure plan, note who is monitoring the collection and how its processing is being verified. The request itself does not provide an answer to every question about such collection.

Specific next steps

1. Before submission, reconcile the planned date with the list of outstanding business commitments.
2. In e-Business select your business and the relevant application for change.
3. Select the "11 Business Cancellation" procedure and follow the "Basic Business Information" tab.
4. Review the data, submit the request and track the outcome; retain the decision reached.

Most common mistakes

• Disable all access before exporting the documentation.

• To assume that contracts and debts have been cancelled by termination.

Limits of application

This response covers initiating deregistration in the register. It does not claim that this completes the tax, insurance or contractual closure.

Sources

e-Obrt · Instructions for Registering Changes, v3.1.5, June 2026, pp. 13–14

https://e-obrt.gov.hr/dokumenti/e-Obrt-Upute-online_iniciranje_postupka_upisa_promjena_u_Obrtni_registar.pdf

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