

AZERBAIJAN

Business Travel Guide

Compiled by:

Embassy of Switzerland in the Republic of Azerbaijan

Baku, June 2022

ARRIVAL AND DEPARTURE

Swiss citizens travelling to Azerbaijan need a visa. Visit the website of the [Embassy of the Republic of Azerbaijan in Bern](#) for visa information. For short-term visa (single entry up to 30 days), Electronic visas ([E-Visas](#)) are available through the “ASAN Visa” system. **Attention:** during the COVID-19 pandemic, special rules apply – see [Cabinet of Ministers of the Republic of Azerbaijan](#)'s website.

Following arrival in Azerbaijan, the traveller must register with the State Migration Service within 15 calendar days. Visit the website of [the State Migration Service](#) for registration information.

Transfer from the Heydar Aliyev International Airport to the Baku city center: there are shuttles, as well as taxis.

HEALTH REQUIREMENTS

Please refer to the Federal Department of Foreign Affairs (FDFA) [Travel Advice for Azerbaijan](#).

Regarding COVID-19, PCR and/or antigen tests are widely available. Individuals bear the costs of the tests. For more information, see [Cabinet of Ministers of the Republic of Azerbaijan](#)'s website.

PUBLIC SECURITY / RECOMMENDED PRECAUTIONS

Please refer to the Federal Department of Foreign Affairs (FDFA) [Travel Advice for Azerbaijan](#).

TIME ZONE

Time zone in Azerbaijan is GMT+4.

Azerbaijan does not apply daylight saving time. Azerbaijan is two or three hours ahead of Switzerland, depending on the season.

BUSINESS HOURS

Business hours are usually 09.00-18.00 and 40 hours per week with 8 hours per day. Banks are closed during the weekend, but most shops are open.

PUBLIC HOLIDAYS

New Year's Day	01-02 January
Women's Day	08 March
Day of Victory over fascism	09 May
Independence Day	28 May
Day of National Salvation of the Azerbaijani people	15 June
Armed Forces Day	26 June
Day of Restoration of Independence	18 October
Victory Day	08 November
National Flag Day of the Republic of Azerbaijan	09 November
Constitution Day	12 November
National Revival Day	17 November
World Azerbaijanis Solidarity Day	31 December

In addition, days to celebrate holidays like Novruz (5 days), Eid al-Adha (2 days) and Eid al-Fitr (2 days) are determined and made public by the authorities until the end of every December.¹

NATIONAL TRADE FAIR CALENDAR

Dates of large trade fairs can be obtained from the websites of events organisers, such as:

- [Caspian Event Organisers](#)
- [Iteca](#)

¹ Source: <https://nk.gov.az/az/page/40/print/> (consulted on 16.05.2022)

COMMUNICATION: TELEPHONE AND INTERNET

Azerbaijan's country code is +994

Local SIM cards are widely available at shops all over the country.

Important phone numbers:

Police	102
Fire department	101
Medical emergency	103

ELECTRICITY SUPPLY

Electricity plug and socket: plug types C and F are used. Azerbaijan operates on a 220V supply voltage and 50Hz.



METHODS OF PAYMENT

National currency in Azerbaijan is the Manat (AZN).

Exchange rate as of June 2022: 1 CHF = approx.1,74 AZN.

When entering or leaving the country with AZN 10'000 or more in cash or other monetary instruments, the money must be declared in writing to the customs office.

In many areas of the economy, retail transactions are still often completed on a cash basis. However, ATMs and credit/debit card payment machines are increasingly available in the retail market. Foreign credit cards are not yet universally accepted. Large transactions are accomplished through inter-bank wire transfers. All payments in Azerbaijan must be made in the local currency, the Azerbaijani manat.

Acceptance of methods of payment:

	everywhere	almost everywhere	limited	not accepted
Cash (national currency)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MasterCard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visa	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

American Express	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Apple Pay	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Google/Samsung Pay	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

LOCAL TRANSPORT

The most commonly used kind of public transport is subway (in Baku) and bus.

Taxi fare for a 15 minutes journey: between 4-8 CHF

Main ride hailing apps: Uber, Bolt, Taxi 189

Main method of payment for taxi and subways: For taxi: digital payment via app or cash. For subway: BakuCards are sold in kiosks and entrances to the subway.

Car rental with/without a driver can be arranged at numerous companies, for example: Sixt, Hertz, Europcar.

ACCOMMODATION, TEMPORARY OFFICE SPACE

Many hotels of different categories are available in Baku.

Office space can be rented for short periods. There are also some co-working spaces.

LANGUAGES USED FOR BUSINESS

Azerbaijani is the official language and therefore, trade language is Azerbaijani.

In addition, English and/or Russian are often used by trade partners.

BUSINESS RISKS

See Embassy's "[Rapport économique Azerbaïdjan 2022](#)" and various publications, such as:

- "[EU business climate report Azerbaijan 2021](#)" (6th annual edition)
- Deutsch-Aserbaidschanische Auslandshandelskammer / KPMG Azerbaijan "[Foreign Business in Azerbaijan Report 2021](#)"
- Dentons' "[Azerbaijan Doing Business Guide 2022](#)" (15th edition)

Swiss Export Risk Insurance SERV insures political and *del credere* risks involved in exporting goods and services. Country risk category (CRC): 4².

[Products for exporters](#)

[Product for service providers](#)

[Products for financial institutions](#)

The full range of services and products offered by SERV can be obtained at www.serv-ch.com.

Your contact person in Zurich

Verena Utzinger

Vice President, Acquisition

& Representation

Tel.: +41 58 551 5515

Email: verena.utzinger@serv-ch.com

Your contact person in Lausanne

Dominique Aubert

Senior Vice President, Acquisition

& Representation

Tel.: +41 21 613 35 84

Email: dominique.aubert@serv-ch.com

USEFUL LOCAL WEBSITES, ADDRESSES, EMAIL AND TELEPHONE NUMBERS

- Ministry of Economy of the Republic of Azerbaijan: <https://www.economy.gov.az/en/>
- Ministry of Finance of the Republic of Azerbaijan: <http://www.maliyye.gov.az/en>
- Central Bank of the Republic of Azerbaijan: <https://www.cbar.az/>
- AZPROMO: <https://azpromo.az/en>
- State Migration Service: <https://www.migration.gov.az/en>
- State Customs Committee: <https://customs.gov.az/en/>

ADDRESS OF EMBASSY OF SWITZERLAND

Embassy of Switzerland to the Republic of Azerbaijan and to Turkmenistan

Böyük Qala Str. 9, Icherisheher (Old City)

AZ-1004 Baku

From August 2022: 96E Nizami Street (Landmark I building)

Tel. +994 12 437 38 50

www.eda.admin.ch/baku

baku@eda.admin.ch

ADDRESS OF CHAMBER OF COMMERCE

Joint Chambers of Commerce (JCC)

c/o DPS Communications

Kasernenstrasse 11

8004 Zurich, Switzerland

+41 32 510 08 09

www.jointchambers.ch

² See <https://www.serv-ch.com/coverpractice/list#> (consulted on 16.05.2022)

ADDRESSES OF EMBASSY OF THE REPUBLIC OF AZERBAIJAN IN SWITZERLAND

Embassy of the Republic of Azerbaijan

Kramburgstrasse 10
3006 Bern, Switzerland
Tel.: +41 31 350 50 40
bern@mission.mfa.gov.az
<https://bern.mfa.gov.az/en>

Disclaimer: By using this document, the user agrees to this usage policy and the disclaimer. The use of information is expressly at user's own risk and responsibility. We do not assume any liability or guarantee that the information provided in this document is up to date, correct or complete. Nor do we assume any liability for loss or damage caused by downloading and using our information and content.

The document may contain also various links leading to third-party websites or documents. We assume no responsibility for any loss or damage sustained by the user as a result of any violation of legal requirements by third parties linked to this document. In addition, we assume no liability or guarantee for the content of third-party websites or documents that can be accessed from this document.

Copyright: The information published in this document comes from a wide variety of sources. These include third parties. The user may use the published information and content for his / her own purposes. Commercial distribution of the information and content to third parties is not permitted without the express written consent of the respective rights holder.

We may unilaterally change this usage policy and the disclaimer at any time without specific notification.

Date 9 June 2022

Author: Embassy of Switzerland in the Republic of Azerbaijan
Böyük Qala Str. 9, Icherisheher
AZ-1004 Baku
Tel. +994 12 437 38 50
www.eda.admin.ch/baku
baku@eda.admin.ch