Checklist: What To Know Before Starting a Small Business

Critical steps when starting your own business can easily be overlooked. It is vital to your success that you complete the primary steps on the following list in order to ensure your company is built professionally, legally and efficiently.

1. Choose and Register a Unique Business Name.
2. Decide on the Legal Form for the Business.
3. Write a Business Plan.
6. Set Up a Relationship with a Banker and an Accountant.
7. Open a Business Banking Account.
8. Set Up a Relationship with an Attorney and create a Legal Business Structure in Order to Meet Legal Requirements for Operating a Business.
10. Make Sure to Satisfy Insurance Requirements.
11. Appoint a Registered Agent.
12. Set the Price of Your Product or Service.
17. Obtain A Federal Employer Identification Number (EIN).
19. Develop a Day-to-Day Managerial Plan.