

New Business Start Up

There's so much to do when starting up a small business and it may feel overwhelming at first. We'll help guide you through the necessary tasks to be sure your business starts with a great foundation.

STARTUP TASK	HELPFUL RESOURCE
<input type="checkbox"/> Work with SCORE and your local Small Business Development Center for free advice	Visit www.score.org to find a business mentor and valuable small business information
<input type="checkbox"/> Choose the legal form of entity	Work with a business attorney and a CPA
<input type="checkbox"/> Choose a business name	Visit www.uspto.gov/trademark and perform a TESS search to quickly determine if your business name is already trademarked
<input type="checkbox"/> Register the business name with the Secretary of State	Work with your CPA
<input type="checkbox"/> Register a domain name	Visit www.instantdomainsearch.com to verify if your chosen domain name is available
<input type="checkbox"/> Set up the legal documents	Work with an attorney
<input type="checkbox"/> Apply for an EIN - form SS-4 with the IRS - work with your CPA. Keep the letter from the IRS which states your EIN forever	Give copies to your attorney and CPA
<input type="checkbox"/> Apply for applicable business licenses	Work with your CPA
<input type="checkbox"/> Set up your bank account	If you do not already have a banker, work with your CPA for referrals
<input type="checkbox"/> Set up your credit card account	
<input type="checkbox"/> Set up your accounting system	Work with your CPA
<input type="checkbox"/> Set up your compensation structure and how to remit the taxes	Work with your CPA
<input type="checkbox"/> Set up your payroll system if applicable	Work with your CPA
<input type="checkbox"/> Create your visual identity (logo and branding)	Work with a brand designer
<input type="checkbox"/> Set up your website and social media profiles	Work with a social media marketing team

If you have questions or need help with your small business tax planning and preparation,

CONNECT WITH JOYCE TODAY!