

10 Steps To Starting A Business

Starting a business is an exciting and challenging process. Whether you are starting your first business as an entrepreneur or a business owner looking to keep your current business compliant, Simple Licenses is committed to making your business succeed.

SIMPLE licenses

10 Steps To Starting A Business • April 2017

An Overview

Business licensing is one of the most important aspects to starting a new business. Every business is required to be licensed at the Federal, State and Local levels. Being fully compliant means filing all the different licenses and registrations with each branch of government. The process of understanding and searching for each license can be extremely frustrating and time consuming.

Many business owners don't know how to start the process or where to find information. By using well-established business practices, Simple Licenses creates custom report packages to help you understand what you need and how to file with each branch of government to set up your business and keep it compliant.



STEP 1

Research And Plan Your Business

A business plan is a written document that sets out the goals of a business and how to achieve them. A solid business plan includes objectives for the financial, operational and marketing aspects of a business as well a competitive analysis of the industry your company operates in. It acts a roadmap throughout the life of your business.

A business plan is a living document that has the ability to change with your company as it grows. Having this plan will keep you on the right track as you make important decisions for your company and is typically required by banks and venture capitalists as a prerequisite to supporting your business.

Licensing your business should be one of the first items on your business plan and Simple Licenses is here to help you fulfill this requirement.



STEP 2

Choose A Location

The location of your business is one of the most important decisions you can make. Think first about who your customers are and how your business will operate.

Be sure that the proposed business is consistent and compliant with the local zoning laws. Businesses that operate in a location that is not properly zoned for the business type are often shut down.

The services Simple Licenses provides make it easy to meet compliance regulations in varying municipality districts.



STEP 3

Technical And Financial Assistance

With your business plan in hand you now have the ability to search for technical and financial assistance to support your business. Many cities have incentive programs to foster small business development. Additionally, some cities have special business districts or tax incentives that can spur growth.

Make sure to consider all of your technical and financial assistance options. Simple Licenses provides you with contact information and phone numbers to help you find and maximize these benefits.



STEP 4

Determine Legal Structure

Different legal structures have different implications for your business. The type of entity you choose to conduct business as will determine a variety of aspects of your business, including the taxes you will pay and the liability you and your business will face.

Sole Proprietor, LLC and Corporation are a few of the entity types you will have to choose from, and they all have their own advantages and disadvantages associated with them. Choosing the correct entity is imperative to your business' success. Simple Licenses works with different companies to help you make the right choice.



STEP 5

Register A Business Name

The choice of business structure will determine how you register the name of your business. For example, if you choose an entity such a Corporation or LLC, you must register with the state and enter your business name in the database.

If you register as a Sole Proprietor or General Partnership you are not required to register with the state but must file a Doing Business As (DBA) if you choose to do business under a name other than your legal name. LLCs and Corporations may also file a DBA if the company wishes to do business as a name other than the legal name of the business entity.



STEP 6

Federal Tax ID Numbers

Most businesses will need to register for a Federal Tax Identification Number also known as an Employer Identification Number (EIN). Even businesses without employees use the EIN number to identify their business.

The EIN number is used to identify the business when registering for anything from paying taxes to obtaining bank loans. Simple Licenses make the process of filing this application simple and easy.



STEP 7

Register For State Taxes

Most companies are required to register to pay state taxes if they conduct business in the state. The state tax ID number is used to register and pay for taxes on a variety of activities including the selling of goods and services or taxes associated with employees.

Simple Licenses was created to help small businesses find the proper registrations and licenses. Businesses that do not pay taxes are subject to heavy fines and penalties.



STEP 8

Obtain Licenses And Permits

Cities require all businesses operating within the limits to obtain a business license prior to commencing business operations. A business license is a type of permit indicating that the business has government approval to operate.

A business license helps pay for city services like roads, fire, police and other community services. These services benefit businesses and business owners as well as the general public.

Simple Licenses does the hard work of finding which licenses and permits you need to keep your business viable.



STEP 9

Employer Responsibilities

Having employees may make your business run smoothly but it also comes with its own set of responsibilities as an employer. You are required to pay taxes on the wages you pay your employees as well as state taxes and unemployment compensations, worker compensation and to comply with insurance responsibilities.

Finding which employer responsibilities you need to pay can be complicated. Let Simple Licenses do the work for you!



STEP 10

Open Your Doors!

Simple Licenses was created to make finding all of your licensing requirements manageable and obtainable. We know how valuable your time is as a business owner, so don't waste it searching through government websites and information to bring your business into compliance – just use Simple Licenses!

We creates custom reports with all the licenses and permit applications your business needs to fully operate at every level of government. Each report includes a detailed description of each license, issuing authority contact information and easy-to-understand instructions on how to apply.

Use Simple Licenses to start your business and keep it fully compliant!



SIMPLE licenses

We make licensing your business simple.

Head to SimpleLicenses.com to get started now!

We love hearing from our users. If you have any thoughts or ideas you would like to share regarding this eBook, please contact us at support@SimpleLicenses.com