

small business pioneers

Small Business Pioneers • P.O. Box 204 • Redmond, WA 98073-0204 • smallbusinesspioneers.com

BUSINESS QUICK START CHECKLIST

- ▶ If you have a business, you can jump ahead to #5.
- ▶ If you haven't determined your business structure, begin with Resources below.

My idea for the business name _____

1. Check the name against Washington State-registered business names.
 - ▶ http://www.secstate.wa.gov/corps/corps_search.aspx
2. Apply for your Master Business License and research any applicable county, city, or other licenses.
 - ▶ <https://fortress.wa.gov/dol/mls>
3. Apply for your IRS-issued Employer Identification Number (EIN).
 - ▶ IRS Business & Specialty Tax Line: 800-829-4933.
4. Open a business checking account using your new business license and business structure formation paperwork.
5. Register the business's WWW domain name privately with Small Business Pioneers to claim the domain name.
 - ▶ <http://smallbusinesspioneers.com/dotcom>
6. Open your Business PayPal account (Website Payments Standard option) for a great low-cost solution to taking credit cards online.
 - ▶ <http://smallbusinesspioneers.com/paypal>

Resources:

- Access to legal professionals: <http://smallbusinesspioneers.com/ppl>
- Free articles, tips and guides: <http://smallbusinesspioneers.com/library>

▶ Go ahead, share this checklist - it's FREE !

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