

# Business Start-Up Checklist

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We know starting a retail business can be complicated. This **Business Start-Up Checklist** addresses some of the most common questions and concerns of retail business owners. Call your LegalZoom Account Manager to set up an attorney consultation to review these items and receive specific guidance on starting your business.

Your attorney consultation is scheduled for \_\_\_\_\_

## ✓ Operationalizing your new business entity

- Execute organizational documents and clarify operating guidelines
- Sign documents on behalf of your business entity versus as an individual
- Understand rights to using your business name

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## ✓ Keeping business and personal assets separate

- Open a separate business bank account - avoid commingling assets
- Track accounting of income, expenses and distributions
- Withdraw profits from your business entity properly

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## ✓ Ensuring full protection

- Research required operating licenses and permits
- Protect your intellectual property through a trademark, copyright or patent
- Customize contracts for your products, services or properties

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## ✓ Growing your business

- Clarify interests with multiple investors
- Limit liability among multiple businesses, products or properties
- Comply with legal requirements for out-of-state activities

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Setting up your LLC is a great first step to protect your personal assets. Make sure you take advantage of the LLC's tax benefits by reviewing the **Business Financials Checklist** with a tax specialist. Give us a call at 888-678-1801 to schedule your consultation.