

HOW TO START A SMALL BUSINESS



CHISA D. PENNIX-BROWN, MBA
NC'S #1 SMALL BUSINESS FACILITATOR



WELCOME & AGENDA

- Please turn Phones to Silent or Vibrate
- Facilitator & Introductions
- Follow the Facebook page
[FB.com/LadyBusinessInc](https://www.facebook.com/LadyBusinessInc)
- Complete Evaluations



PLANNING CHECKLIST



- Create a Business Plan
- Decide on Business Structure
- Register Your Business Name
- Get License Requirements
- Obtain Needed Tax Information
- Identify Sources of Financing



FEDERAL REQUIREMENTS

- Name of Your Business**
- EIN - Employer Identification Number**

Employer Identification Numbers are issued for the purpose of tax administration and are not intended for participation in any other activities.

After all validations are done you will **get your EIN immediately upon completion.**



STATE REQUIREMENTS

BLNC.gov

Follow on Twitter @BL_NC

Your Answers to Business Questions

We can help you start, grow and support your business in North Carolina. Business Link North Carolina offers a central source for consultations, information and referrals... just the help you need to tap into all the State has to offer.

BLNC counselors provide:

- One-on-one client consultations at no cost
- Customized licensing information
- Employer and business structure forms
- Referrals to State Agencies and State Occupational Licensing Boards, Local Governments & Federal Agencies
- Contacts for Local, State & Federal business services, programs & resources
- A Small Business Ombudsman to work on your behalf to resolve issues with State Government Agencies

Call BLNC toll-free at ☎ 1-800-228-8443 or ☎ (919) 807-4280 Monday-Friday 8:00am - 5:00pm EST. A Business Counselor will discuss your needs and help you find the appropriate resources to accomplish your goals.

A free service of the NC Department of Commerce

- ☐ Secretary of State
 - ☐ SOSNC.GOV
- ☐ Decide on Legal Structure
- ☐ Incorporation
- ☐ Free Consultation



COUNTY REQUIREMENTS

- Check Resources
- Assumed Name
- Food Service
- NC Restaurant & Lodging



The **filer is responsible** for researching the name for availability in each County.

To obtain a Certificate of Assumed Name form, visit the Business Link NC website <http://www.blnc.gov>. Must be **NOTORIZED!**

Submit the completed form to the **Register of Deeds** office for recordation. The recording fee per NCGS 161-10 is **\$26.00** for the first 15 pages, \$4.00 for each additional page thereafter.



FISCAL FITNESS CHECKLIST

WHAT STRENGTHS WILL LEAD YOU TO HAVE
A SUCCESSFUL BUSINESS?

CREDIT ANNUALCREDITREPORT.COM

- TRANSUNION
- EXPERIAN
- EQUIFAX

PULL CREDIT EVERY 121 DAYS



ELON LAW CLINIC

1. General legal counseling
2. Choice of entity advising
3. Organizational document drafting and review
4. N.C. Secretary of State compliance
5. Contract review and drafting
6. Employment and H.R. advising
7. Regulatory compliance
8. Financing documentation
9. Dealing with issues of professional responsibility which arise in the course of solving clients' problems.

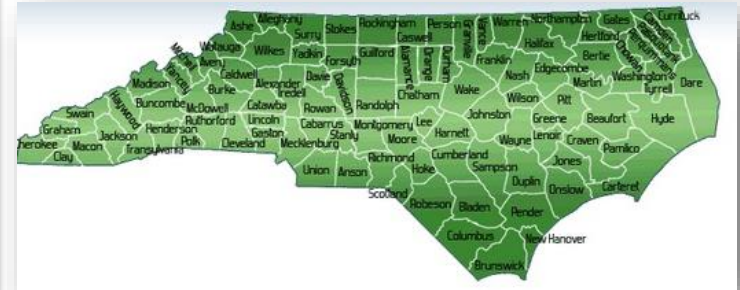


Make an Appointment
Prof. John Flynn
[BusinessClinic@elon.edu.](mailto:BusinessClinic@elon.edu)
(336) 279-9265



RESOURCES

- ❑ CHAMBER OF COMMERCE
- ❑ MERCHANTS ASSOCIATIONS
- ❑ WOMEN BUSINESS CENTERS
- ❑ SCORE.ORG
- ❑ SBA.GOV
- ❑ SBTDC.ORG
- ❑ LOCAL LIBRARY
- ❑ COLLEGES & UNIVERSITIES
- ❑ COWORKING SPACES



58 Small Business
Centers in NC!
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CLASSES

SUMMITS

WEBINARS

WORKSHOPS

1 ON 1 SESSIONS

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