



NEW BUSINESS CHECKLIST

Protecting your billion dollar ideas and legally preparing for success starts with a plan. Proper planning starts with a checklist:

- CONSULT A BUSINESS AND IP ATTORNEY
- CHOOSE AN ENTITY TYPE
- CHOOSE ENTITY NAME(S), LOGO(S) AND/OR SLOGAN(S)
- REGISTER YOUR BUSINESS IN DC OR 1 OF 49 STATES
- REGISTER FOR YOUR FEDERAL EMPLOYER ID NUMBER (EIN)
- OPEN BUSINESS BANK ACCOUNT USING EIN
- DRAFT CORPORATE GOVERNANCE DOCUMENTS, POLICIES, AND STANDARD OPERATING PROCEDURES
- COMPILE ESSENTIAL CONTRACT TEMPLATES
- TRADEMARK ENTITY NAME(S), LOGO(S) AND/OR SLOGAN(S)

Need help getting started?

Book a consultation with our team at the Law Office of Attorney Ambur C. Smith PLLC by calling 202-524-0867 or visiting us at ambursmithlaw.com