

CHECKLIST

Starting a Business in Georgia



☐ Get Professional Advice (optional)

[Get Business Counseling](#) | local partners of the U.S. Small Business Administration

[Find a Mentor](#) | SCORE

[Resources for Georgia Small Businesses](#) | Georgia Department of Economic Development

☐ Make a Business Plan (optional)

[Write a Business Plan](#) | U.S. Small Business Administration

☐ Select a Business Structure

[Select a Business Structure](#) | Georgia.gov

This resource covers 4 common business structures in Georgia: Sole Proprietorship, Limited Liability Company (LLC), Limited Liability Partnership (LLP), and Corporation.

☐ Reserve Your Business Name (optional)

[Learn How to Reserve a Business Name](#) | Georgia.gov

Reserve your business name with the Georgia Secretary of State for 30 days. This helps if you have a name picked, but aren't quite ready to register.

☐ Register with the Secretary of State

[Learn How to Register an LLC with the Georgia Secretary of State](#) | Georgia.gov

[Learn How to Register an LP with the Georgia Secretary of State](#) | Georgia.gov

All limited liability companies (LLC), limited partnerships (LP), and corporations that conduct business in Georgia are legally required to register with the Secretary of State.

☐ Get a Federal EIN (may not apply)

[Learn How to Apply for an EIN](#) | Internal Revenue Service (IRS)

Depending on your situation, you may need to obtain a federal employer identification number (EIN) for tax purposes.

❑ **Open a Business Checking Account**

A business checking account may help separate your personal and business assets, simplify filing business taxes, and make it easier to manage business-related finances.

❑ **Register with Department of Revenue (may not apply)**

[Learn How to Register a Business with the Georgia Department of Revenue](#) | Georgia.gov

Any entity that conducts business in Georgia may be required to register with the Georgia Department of Revenue.

❑ **Register with Department of Labor**

[Learn How to Register a Business with the Georgia Department of Labor](#) | Georgia.gov

Many businesses in Georgia are liable for payment of unemployment insurance taxes, even if they don't yet have employees.

❑ **Get Funding**

[Explore Funding Options](#) | U.S. Small Business Administration

[Find a Georgia Lender](#) | Georgia Department of Economic Development

❑ **Insure Your Business**

[Business Insurance Resources](#) | Office of Insurance and Safety Fire Commissioner

[Business Guide to Insurance \(PDF\)](#) | Office of Insurance and Safety Fire Commissioner

Some types of insurance are legally required in the State of Georgia.

❑ **Apply for Permits and Licenses (may not apply)**

[Information on Licensing](#) | Georgia Secretary of State

Some businesses may need to acquire specialized permits or licenses at various levels of government.