

**New Business Start-Up Checklist**

Legal Form of Business:

- Sole Proprietor
- Partnership, LLC
- Corporation
- Personal Services Corp
- S Corp

Name:

Choose a name that clearly describes product or services)

Permits:

- Check Zoning
- Federal license
- NYS business license
- NYS occupation license

Taxes (State and Federal):

- EIN
- NY Sales Tax
- Product or Service Taxable
- NYS Form DTF-17

Insurance:

- Property
- Liability
- Employees (workers comp., NYS disability)