

How to Form Your Business in 5 Simple Steps



STEP 1: CHOOSE THE RIGHT ENTITY TYPE

LLC, S-Corp, or C-Corp? Your choice impacts taxes, liability, and how you pay yourself.

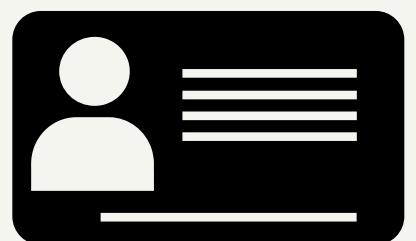
☞ *Speak with a financial professional or attorney first to make sure you're choosing the right structure for your goals.*

Contact info at the bottom for a consultation.

STEP 2: PICK A BUSINESS NAME

Check availability in your state and make sure you're not infringing on any trademarks.

✓ Search your state's business registry and <https://www.uspto.gov/trademarks>

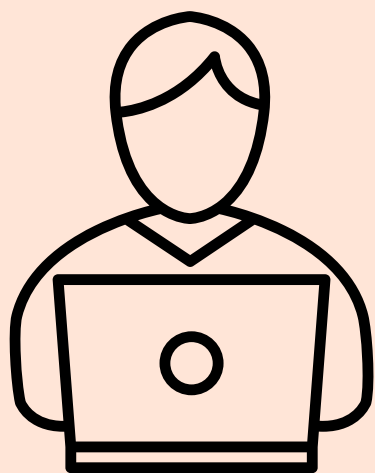


STEP 3: FILE WITH YOUR STATE

Anyone can form an entity through their state's Secretary of State or Department of State website. However — filing is just the start.

- **All entities** are required to have internal formation documents like an Operating Agreement (for LLCs) or Bylaws (for Corporations). These aren't provided by the state — and not everyone knows how to create them properly.
- **Some states** (like NY, AZ, NE) require you to publish a legal notice in a local newspaper when forming certain types of entities (usually LLCs).

💡 **Save time and avoid mistakes — use a professional to handle your filing and provide customized legal documents. Contact info at the bottom for a consultation.**



STEP 4: DRAFT YOUR INTERNAL DOCUMENTS

This is what makes your business real in the eyes of banks, courts, and the IRS.

Required documents typically include:

- Operating Agreement (LLC)
- Bylaws (Corporation)
- Organizational Resolutions
- Ownership Terms

Without these, you risk legal and tax problems down the road.



APPLY NOW



STEP 5: APPLY FOR YOUR EIN (EMPLOYER ID NUMBER)

Your business's tax ID — required to open bank accounts, hire employees, and file taxes.

✓ Free from the IRS: <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>

Alternatively, if you are unsure of how to do this, reach out to us.

STEP 6: OPEN A BUSINESS BANK ACCOUNT

Use your EIN and internal documents to open a separate business bank account and keep your finances clean and protected. Having a banking account for your entity is legally required.



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