

Business Startup Checklist



15 Steps to Starting Your Own Business

- ☐ Establish Business and Personal Goals
- ☐ Assess your Strengths and Weaknesses as Entrepreneur
- ☐ Conduct a thorough Market Analysis
- ☐ Analyze your Business Idea By Doing a SWOT Analysis
- ☐ Assess your Financial Resources and Identify Potential Sources Of Funds
- ☐ Identify your Customers and Competitors
- ☐ Determine the Start-up Costs
- ☐ Decide on your Business Location
- ☐ Prepare a Business & Marketing Plan
- ☐ Select a lawyer and an Accountant
- ☐ Choose a form of Organisation (Proprietorship,Partnership,Corporation).
- ☐ Create your Business (Register Company's Name,Incorporate the Business).
- ☐ Select a Banker Set up a Business Checking Account
- ☐ Apply for Business Loans and Grants (if applicable); Establish a line of credit (if possible)
- ☐ Select an Insurance Agent and Obtain Business Insurance