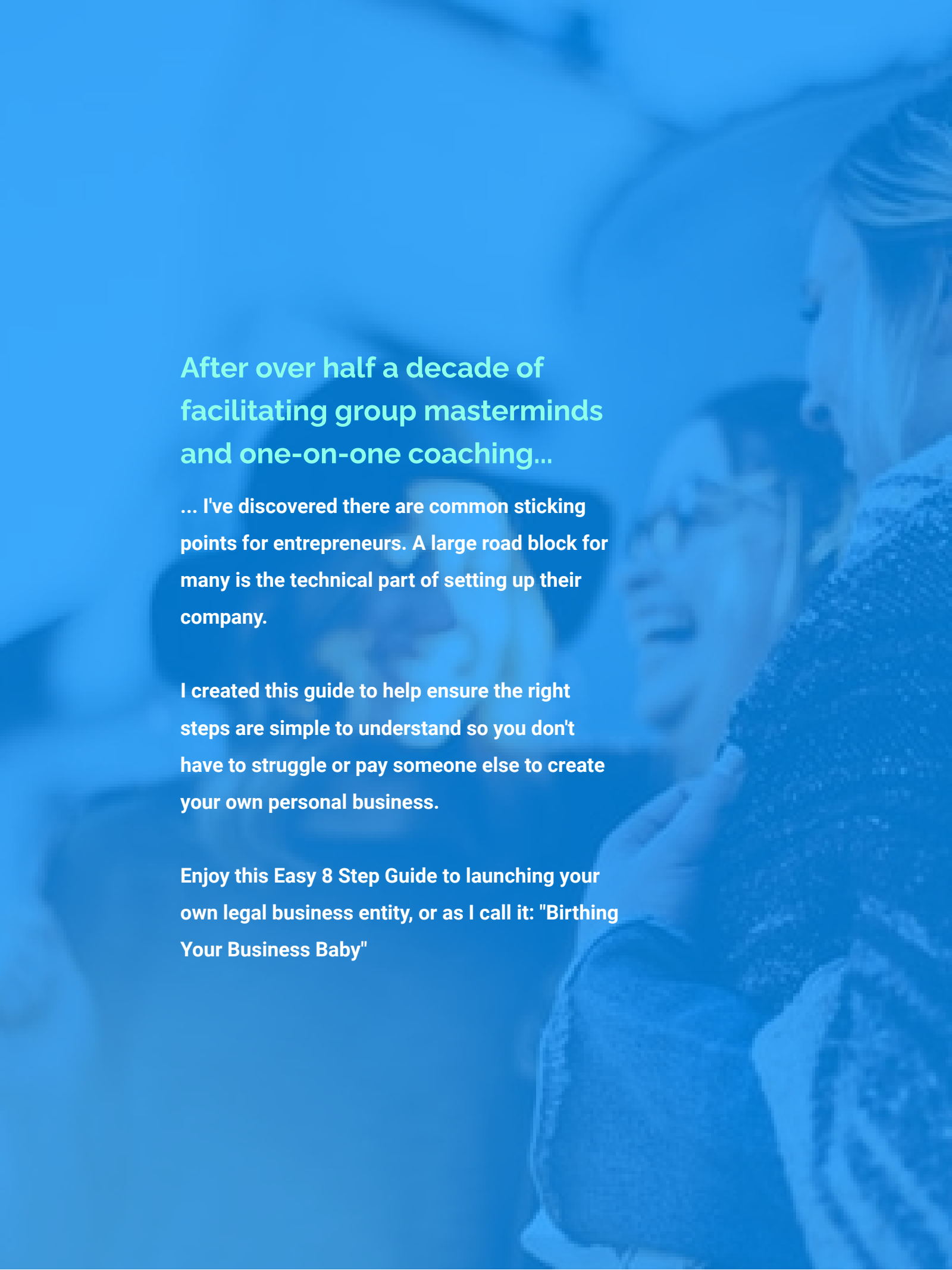


# The EZ 8 Steps To Start Your Company



David Bee

[www.ColoradoMastermind.com/#tools](http://www.ColoradoMastermind.com/#tools)



## **After over half a decade of facilitating group masterminds and one-on-one coaching...**

**... I've discovered there are common sticking points for entrepreneurs. A large road block for many is the technical part of setting up their company.**

**I created this guide to help ensure the right steps are simple to understand so you don't have to struggle or pay someone else to create your own personal business.**

**Enjoy this Easy 8 Step Guide to launching your own legal business entity, or as I call it: "Birthing Your Business Baby"**



## Step 1

# Name Search

Do a name search to ensure it's available – Make sure it ends with LLC, or Corp, depending on how you want to set it up. (Most entrepreneurs start with an LLC).

Example:

Your Business Baby LLC

Family Business Corp

*Name search link:*

*<https://www.sos.state.co.us/pubs/business/businessHome.html>*

Colorado Secretary of State Jena Griswold

### Business Organizations

[Merger filings & CO2/ID-19](#)

#### Search & file

- Search business database
- Name availability search**
- File a business document
- Periodic report filing
- Trade name renewal
- Forms list
- Oaths of office (PDF)
- Facsimile signatures (PDF)
- Personal identifying information removal (PDF)

#### Services

- Certificate of good standing
- Email notifications
- Certificates, copies and apostilles
- Validate a certificate
- Missing, illegible, or incorrectly indexed

#### Apostilles & authentications

- Everything you need to know
- Business apostilles
- Apostilles and authentications request form (PDF)

#### Help & resources

- Alerts and cautions
- Protect your business from identity theft
- FAQs
- Online payment information
- Access your prepaid account
- Prepaid account application (PDF)
- Prepaid account debit form (PDF)
- Toll road and toll highway companies listing
- Checklist for new businesses
- Glossary of terms
- Helpful business links



## Step 2

# Register your Business:

It is recommended to add an operating agreement, or corporate bylaws at the same time you register with the secretary of state. Don't get stuck on this yet, if this is confusing, skip it. It can always be added later.

*Find Operating Agreement at: <http://freelegalforms.net/>*

As always, I do recommend having legal protection whenever you create a legal document. Below is a service which gives you high quality licensed attorneys available 24 hours a day. Have them review your business documents before you upload them to the Secretary of State. (I personally use the individual plan with the small business add-on, as it saves money over the dedicated company plan and you get personal and business coverage)

*Low cost legal help: <http://www.davidbee.wearelegalshield.com>*

Once you have the name you want, the next step is to register with Colorado, this officially brings your "business baby" to life!

**Register your business here:**

**<https://www.sos.state.co.us/pubs/business/businessHome.html>**

Colorado Secretary of State Jena Griswold

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- Helpful business links
- News archive



## Step 3

# Register Your EIN

This gives your "business baby" the equivalent of a social security number. ***This process is free***, if the site is asking for payment it's not the official IRS website, and you're being scammed.

Get your EIN: <https://www.irs.gov/businesses/small-businesses-self-employed/employer-id-numbers>

The screenshot shows the IRS website page for "Employer ID Numbers". The URL in the browser is <https://www.irs.gov/businesses/small-businesses-self-employed/employer-id-numbers>. The page features the IRS logo and navigation links for "File", "Pay", "Refunds", "Credits & Deductions", and "Forms & Instructions". A search bar is also present. The main content area is titled "Employer ID Numbers" and includes a language selection bar with options for English, Español, 中文(简体), 中文(繁體), 한국어, Пусмон, Tiếng Việt, and Къевл ахисыен. On the left, a sidebar lists "Individuals" and "Businesses and Self-Employed" categories. The "Businesses and Self-Employed" category is expanded, showing "Small Business and Self-Employed" and "Employer ID Numbers". The "Employer ID Numbers" link is highlighted. The main content area contains an "Alert" box stating: "You must complete each EIN application individually instead of using any automated process." Below the alert, a paragraph explains that an Employer Identification Number (EIN) is also known as a Federal Tax Identification Number and is used to identify a business entity. It states that businesses need an EIN and that you can apply for an EIN in various ways, and now you may apply online. A red circle highlights the text: "This is a free service offered by the Internal Revenue Service and you can get your EIN immediately." Below this, there are links for "Do You Need an EIN?" and "Do You Need a New EIN?". On the right, there are sections for "Related Topics" (Taxpayer Identification Numbers (TIN)) and "Publications" (Publication 1635, Employer Identification Number Understanding Your EIN (PDF)). At the bottom, there is a "Forms" section.

## Dun and Bradstreet Number:

This is essentially giving your "business baby" the ability to have a credit score. In my opinion it's important to set this up as early as possible because even though at the moment you may not have a need or interest in business credit, as your company expands, you will.

The longer your business has had an established credit profile, the easier it will be to get things like expansion loans, operating lines of credit, company vehicle loans, large equipment loans, supply order loans, or travel lines of credit when you need it in the future.

*Register Your Business Credit Profile: <https://www.dnb.com/duns-number/get-a-duns.html>*

←

→

dnb.com/duns-number/get-a-duns.html

Apps

Google

Bookmarks

Colorado Mastermi...

LegalShield Associa...

Fundwise Partners

Royaltie Login

Team National

Builderall

KBB Partners

Mailchimp Dashboa...

HOME

>

D-U-N-S NUMBER

>

GET A D-U-N-S NUMBER

Get a Dun & Bradstreet  
D-U-N-S® Number

The D-U-N-S Number is used to establish your company's D&B® file, which can help potential partners and lenders learn more about your business, and may also help them make more informed decisions about whether or not to work with you as a client, supplier, or partner.

The first step in creating a new D-U-N-S Number is searching to see whether Dun & Bradstreet has already created one for you.

Primary Reason for  
D-U-N-S Number  
Registration

Select



## Step 5

# Business Banking

You'll want to get a business bank account started as soon as possible. I recommend going with a credit union instead of a national bank. Yes they are local, but they have a shared branching network which means you can access your account from physical branches and ATM's across the US, and often internationally as well.

It's critical to make sure your account has no fee's, no minimums, and you personally know your business banker. This will make everything easier in the future. I'm currently a fan of Ent Credit Union. I'm currently looking for different options, however I like this one so far.

*Business Banking with a Credit Union: <https://www.Ent.com>*







## Step 6

# Start-Up Lending

If you're ready for start up funding or an operational line of credit, know that most traditional banks and credit unions require 2+ years in business and a minimum length of time at their institution.

An alternative lending company that specializes in working with new businesses and entrepreneurs is Fundwise. You can even check to see how much you're eligible to borrow without having a hard credit inquiry. I highly recommend.

*Lending: <https://apply.fundwise.com/davidbee>*








## The Six Fix

If for some reason you don't qualify for lending yet, or you have some credit issues you would like to fix. Please check out my free digital guide:

This comes with full instructions and email templates, as well as access to legal resources to help you fight any creditors.

*Credit Repair Guide: <https://attract.io/l/thesix.pdf>*



**6 Steps  
To Increase  
Your Credit  
Score...**  
(Even if it's  
*really really*  
bad...)



## Step 8

# Your Business Baby is Birthed!

Here is a full book for your traditional business support help, this good for business license, tax information, and more:

*Colorado SBDC: <https://coloradobusinessresourcebook.com/>*

Here is my list for non-traditional business support, which is often faster, cheaper, and more fun:

*David Bee's Business Shortcuts: [www.ColoradoMastermind.com/#tools](http://www.ColoradoMastermind.com/#tools)*





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# Questions? Comments? Stuck, or Bored?

If at any point you're going through this guide and you have a question or comment, I'm happy to personally help. Feel free to jump on my calendar for a complimentary 15-45 minute conversation and we can work through anything you need. All you have to do is schedule it. I'm proud of you for going on this journey, and I look forward to meeting you!

I've been working together with entrepreneurs and business owners for years now and I passionately enjoy it. It's my life mission to help heart-center business owners succeed, as we are the one thing that can defeat the culture of corrupt corporations who poison, pollute, exploit, and manipulate.

**LET'S CHAT FOR A FEW!**

**Attract'**

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