



STARTING IN BUSINESS

Our checklist below lists some of the questions you need to consider:

	Y	N
Do you have a business idea?	<input type="checkbox"/>	<input type="checkbox"/>
Does it use your strongest skills?	<input type="checkbox"/>	<input type="checkbox"/>
Do you need any additional training?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a business plan?	<input type="checkbox"/>	<input type="checkbox"/>
Have you researched your market?	<input type="checkbox"/>	<input type="checkbox"/>
Will you need suppliers or premises to trade?	<input type="checkbox"/>	<input type="checkbox"/>
Do you know how you will promote your business?	<input type="checkbox"/>	<input type="checkbox"/>
Do you know who your competitors are?	<input type="checkbox"/>	<input type="checkbox"/>
Do you know your start- up costs?	<input type="checkbox"/>	<input type="checkbox"/>
Have you adequate funds you can put into the business?	<input type="checkbox"/>	<input type="checkbox"/>
Do you need to raise additional finance for your business?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a trading name?	<input type="checkbox"/>	<input type="checkbox"/>
Do you know how you are going to trade - sole trader, partnership, limited company?	<input type="checkbox"/>	<input type="checkbox"/>

Once you have answered the above, there are a number of legal and tax responsibilities that we can advise on and help you deal with. These include:

- REGISTERING WITH HMRC FOR TAX, NIC & VAT
- MAINTAINING ACCURATE ACCOUNTING RECORDS
- ADMINISTRATIVE COSTS SUCH AS INSURANCE
- EMPLOYMENT MATTERS INCLUDING PENSIONS
- REVIEWING PROSPECTIVE BUSINESS PURCHASES
- FINANCING EQUIPMENT

Help and support

Our specialist team are always happy to help with any business start-up issue. Why not give us a call to find out how best you can benefit from our services. To make an appointment to arrange a free initial meeting please contact us on 01392 258553 or 01395 279521.

This factsheet has been written for the general interest of our clients. It provides only an overview of the regulations in force at the date of publication. It is therefore essential to take advice on specific issues. No responsibility for loss occasioned by any person acting or refraining from action as a result of the material contained in this leaflet can be accepted by the firm.

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