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# Entrepreneur Checklist

**Set up your business with your state-** Talk with a lawyer or accountant to determine the requirements for setting up a business in your state.

**Get your Employer Identification Number (EIN)-** You can get an EIN from IRS.gov. Some states may also require you to have a state identification number for your business.

**Set up a business bank account-** Do your research before you set up an account. Some banks offer cash rewards for setting up an account if you meet specific requirements.

**Set up your business bookkeeping-** Check out my [Bookkeeping Template for Entrepreneurs](#). You can also contact me if you would like monthly bookkeeping services.

**Set up a sales tax account-** Talk with a tax professional to determine if your business is required to collect sales tax. If so, register with your state tax department for a sales tax account.

**Purchase Business Insurance-** Before making your first sale or hiring your first employee, get business insurance.