

STARTUP/ NEW BUSINESS SETUP CHECKLIST

No	DOCUMENTS NEEDED	
1	EIN	
2	Articles	
3	Operating agreement	
4	Bank accounts	
5	Merchant accounts	
6	Accounting system setup	
7	Payroll setup	
8	Revenue model	
9	Expense categories	
10	Founder contributions	
11	SAFE/investor docs	
12	Sales tax registration	
13	State permits	

Clearly Tax