



**NameSnack**

#1 Business Name Generator

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## How to Start an LLC Checklist

### 1. Select a state to operate in.

#### 1.1. Decide whether to operate in your home state.

It is simplest to start a domestic LLC in your home state.

#### 1.2. Choose whether to locate your LLC in a foreign state.

Some states offer more “business-friendly” laws and taxes, but you will then need to pay filing fees in more than one state.

### 2. Name your LLC.

#### 2.1. Brainstorm a name for your LLC.

LLC business names must end with some version of “Limited Liability Company” or “LLC.”

#### 2.2. Do a trademark search.

Search your Secretary of State’s registry to check that your business name is available.

### 3. Choose a registered agent.

#### 3.1. Choose whether to act as your own registered agent.

You may act as your own registered agent if filing for a domestic LLC.

#### 3.2. Decide whether to use a registered agent service.

Companies that offer registered agent services must have an address in the state that you are forming your LLC in.



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#### 4. File the Articles of Organization.

##### 4.1. Check your state's requirements.

Visit your Secretary of State's website for information on registration fees and how to file.

##### 4.2. Include the basic information on your LLC.

You must include the basic contact and organizational details of your LLC on the Articles of Organization.

#### 5. Create an operating agreement.

##### 5.1. Check if an operating agreement is required in your state.

Most states will not require operating agreements but if your state does, they should be kept with your business records.

##### 5.2. Draft your operating agreement, if necessary.

Your operating agreement should include the guidelines and governing rules for running your LLC and must be signed by all LLC members.

