How to Start a Business in South Carolina
Checklist

1. **Form your business.** ☐

   1.1. Review South Carolina formation options. ☐

   There are four basic types of business entities in South Carolina, but several variations of each. Choose the one that suits your business best.

   1.2. Name your business. ☐

   After checking to see your name does not exist, register your business name with the Secretary of State's Office.

   1.3. Get an Employer Identification Number. ☐

   Apply for an Employer Identification Number from the IRS. This can be done online and takes only fifteen minutes.

   1.4. Register your business in South Carolina. ☐

   Sole proprietorships and general partnerships do not need to file with the state. LLCs and corporations must file online.

   1.5. Obtain necessary permits and licenses. ☐

   Check the South Carolina Labor, Licensing, and Regulation page to see if your business requires any special licenses. If you do, apply for them online.

2. **Register your business for taxes.** ☐

   2.1. Register for corporate income tax. ☐

   If you run a corporation, register your business online with the South Carolina Department of Revenue.

   2.2. Register for partnership tax. ☐

If your business is a partnership, register it online with the South Carolina Department of Revenue.

2.3. Register for sales and use tax. ☐

Find out what the responsibilities are around sales and use tax in your industry.

Register your business with the South Carolina Department of Revenue if needed.

2.4. Register for withholding tax. ☐

To withhold income tax from employees, register your business with the South Carolina Department of Revenue.

3. **Hire employees and report them to the state.** ☐

3.1. Report new employees to the state. ☐

Create a South Carolina New Hire Reporting account. Report new hires to the Department of Social Services within 20 days of the start of employment.

3.2. File for unemployment insurance. ☐

Create a South Carolina State Unemployment Insurance Tax System account and register with the Department of Employment and Workforce.

3.3. Display the mandatory posters in the workplace. ☐

Acquire and then put up where all employees can see them the mandatory labor-related posters required by both federal and state law.