

# BUSINESS ENTITY QUESTIONNAIRE

***Below are some items for consideration:***

## **The LLC**

1. What state will the LLC be formed within?
2. Is this a new business registration?
3. What is the business name for the LLC?
4. What will be the business activity of the LLC?
5. What is the business address for the LLC?
6. Who will be the registered agent for the LLC and what is their name and physical address (No PO Box or PMBs allowed)?
7. How many members will the LLC have and their legal names?
8. Will there be any employees? If so how many?
9. What is the estimated hire date and the total estimated salary paid within 12 months of formation?
10. What is the fiscal year date for the business? Default is 12/31 unless specified otherwise
11. Will the LLC be filing a DBA tradename for this entity?
12. What are my exposures and should I consult an attorney?

## **The Corporation**

1. What state will the Corporation be formed within?
2. Is this a new business registration?
3. What is the business name for the Corporation?
4. What will be the business activity of the Corporation?
5. What is the business address for the Corporation?
6. Who will be the registered agent for the Corporation and what is their name and physical address (no PO Box or PMBs allowed)?
7. How many shareholders will the Corporation have and their legal names?
8. Will there be any employees? If so how many?
9. What is the estimated hire date and the total estimated salary paid within 12 months of formation?
10. What is the fiscal year date for the business? Default is 12/31 unless specified otherwise
11. Will the Corporation be filing a DBA tradename for this entity?
12. How many shares will the Corporation be authorized to issue for this Corporation
13. What will be the par valuation per share?
14. Will there be an S Corporation tax designation made for this Corporation?
15. What are my exposures and should I consult an attorney?

This is for informational purposes only and may not include all aspects of tax law. Care must be taken to ensure all federal and state laws are being considered.