

Initial Business Start Up

Instructions check the boxes of all those that apply to you. If you are unsure, leave it blank. Total the number of check marks when finished.

I have

- An accounting system for tracking my income & expenses including a chart of accounts
- A start up budget covering all areas of my business reflecting appropriate form of doing business (sole proprietor, partnership, corporation)
- An initial marketing plan including launch event, grand opening and appropriate press releases as well as a strategic plan for the first 3 years of my business.
- Adequate insurance coverage (liability, property, business interruption, health, life, workers compensation, auto)
- A business checking account and credit card or line of credit
- Appropriate licenses; contractors, fictitious business name, resale license etc
- A team of professionals that support my business (insurance broker, investment counselor, lawyer, accountant, bookkeeper, banker, marketing professional, coach, business consultant)
- Business cards, brochures, signs, contract forms, order forms, invoice forms, business stationery
- An employer ID number (federal & state) if I have employees
- A web site, Linked In account and facebook page for my business

_____ Your Score (total check marks)

9-10 You're doing great

7-8 Keep it Going

0-6 Consider working with a coach

P.O. Box 2025 * Carmel, CA 93921

PH: 831.624.6525 * Fax: 831.624.1868 * Cell:831.905.6359

www.KakuConsulting.com * Denis@KakuConsulting.com