



BUSINESS REGISTRATION CHECKLIST

Use [our](#) Business Registration Checklist to ensure you've got all your bases covered for basic registration in Pennsylvania.

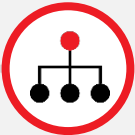


Confirm your business name is available.



Confirm your professional licensure is current.*

*Only applicable to Professional LLCs and Professional Corporations. All other structures skip to next step.



Register your business structure in Pennsylvania with the Department of State.*

*Sole Proprietors do not have to register their business structure.



Apply for a Federal Employer Identification Number (FEIN).*

*Visit www.irs.gov. If you're a foreign registered company and already have an FEIN, skip to the next step.



Register your Fictitious Name with the Department of State.*

*Only required if operating under a name that is not the Legal Name of the business or sole proprietor.



Register for state tax and employer accounts with the Department of Revenue.*

*Register using [PA-100](#) form. Employers must comply with Act 32 on Local Earned Income Tax and report employee information to the Pennsylvania Department of Labor and Industry.



Check with the local municipality concerning taxes, zoning requirements, local licenses and permits, and any other regulations.

Additional assistance is available by contacting our Business Law Team

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