

BARE MINIMUMS

Business Things To Do

MOUNTAIN MAMA FLORALS

Business Set-Up

- Fill out business plan
- Register business with the state
- Register with IRS for a Tax ID/EIN
- Get any necessary permits and/or licenses
- Research potential competitors
- Find a lawyer (if necessary)
- Set up Commercial Insurance
- Set up a workspace
- Set up a business email
- Build necessary documents
 - Contracts, invoices, expense sheet, sales reports, etc.

Accounting & Banking

- Set up a bank account for the business
- Estimate startup costs
- Create a budget
- Find an accountant to help with taxes and/or record keeping

Branding & Marketing

- Create Business assistance accounts
 - Some of the ones I use or are considering using for MMF are: Mailchimp, Honeybook, Quickbooks, and Canva.
- Create logo, branding style, colors, etc.
- Create business cards
- Build website
- Create a Marketing Plan
- Set up appropriate social medias

Product

- Study/research education related to my goods/service
- Purchase materials for goods/services
- Create portfolio
- Create transportation/delivery system
- Create launching timeline